



UNITED STATES MARINE CORPS
MARINE CORPS SYSTEMS COMMAND
2200 LESTER STREET
QUANTICO, VIRGINIA 22134-5010

IN REPLY REFER TO:

5720

DON-USMC-2014-002956

7 Mar 14

FOIA Group
Ms. Rose Santos
P.O. Box 368
Depew NY 14043

SUBJECT: FOIA DON-USMC-2014-002956

Dear Ms. Santos:

This responds to your Freedom of Information Act (FOIA) request of February 2, 2014, which requests a copy of contract N00178-04-D-4114 Order MUT62, including the PWS.

In light of the *MCI Worldcom, Inc. v. GSA* decision, the Department of Justice Office of Information and Privacy has advised the Navy Office of the General Counsel that submitter notification in accordance with Executive Order 12,600 should be made whenever an agency receives a FOIA request for documents that contain potentially confidential information in order to obtain and consider any objections to disclosure. Therefore, in accordance with Presidential Executive Order 12,600, we allowed the submitter to review the contract(s) and provide comment.

Pursuant to the aforementioned Executive Order 12,600 request, the submitters provided the Marine Corps Systems Command with proposed redactions pursuant to Exemption 5 U.S.C. § 552(b)(3), 5 U.S.C. § 552(b)(4) and 5 U.S.C. § 552 (b)(6). These submitter redactions are identified in the enclosed documents.

FOIA Exemption 5 U.S.C. § 552(b)(4) exempts from disclosure (i) voluntarily submitted commercial or financial information provided that the submitter does not "customarily" disclose the information to the public and provided that disclosure would be likely to interfere with the continued and full availability of the information to the government, or (ii) compelled information likely to cause substantial harm to the competitive position of the person from whom it was obtained and likely to impact on the government's ability to obtain reliable information in the future. See Critical Mass Energy Project v. NRC, 975 F.2d 871, 879-80 (D.C. Cir. 1992), cert. denied, 113 S.Ct. 1579 (1993); National Parks & Conservation Ass'n v. Morton, 498 F.2d 765, 766 (D.C. Cir. 1974); Canadian Commercial Corp. v. Dept. of Air Force, 514 F.3d 37 (D.C. Cir., 2008).

In an effort to minimize further delay we request that you review the redactions and identify any withheld information that you wish to receive. MARCORSYSCOM will then determine whether the release of any requested information is proper under the FOIA and provide any

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additional releasable information in a "final release" letter. If we do not receive any notification from you, which specifically requests the release of any redacted information by March 24, 2014, this letter will become the final response and we will close this FOIA request.

As of March 7, 2014, one half hour of search and review (currently billed at \$44 per hour), have been expended during the processing of your request. Please remit a check or money order, payable to the Treasurer of the United States in the amount of \$22.00 to: COMMANDER, ATTN LAW, MARCORSYSCOM, 2200 LESTER STREET, SUITE 120, QUANTICO VA 22134-5010.

If at any time you are not satisfied that a diligent effort was made to process your request, you may file an administrative appeal with the Assistant to the General Counsel (FOIA) at: Department of the Navy, Office of the General Counsel, ATTN: FOIA Appeals Office, 1000 Navy Pentagon Room 4E635, Washington DC 20350-1000.

For consideration, the appeal must be received in that office within 60 days from the date of this letter. Attach a copy of this letter and a statement regarding why you believe an adequate search was not conducted. Both your appeal letter and the envelope should bear the notation "FREEDOM OF INFORMATION ACT APPEAL". Please provide a copy of any such appeal letter to the MARCORSYSCOM address above.

Any questions concerning this matter should be directed to Mrs. Bobbie Cave at (703) 432-3934 or bobbie.cave@usmc.mil.

Sincerely,



for

LISA L. BAKER
Counsel

ORDER FOR SUPPLIES OR SERVICES (FINAL)

PAGE 1 OF

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1. CONTRACT NO. N00178-04-D-4114				2. DELIVERY ORDER NO. MU62		3. EFFECTIVE DATE 2013 Nov 27		4. PURCH REQUEST NO. 13-R-7820		5. PRIORITY DO-A6			
6. ISSUED BY MARCORSYSCOM 2200 Lester St Bldg 2200 Quantico VA 22134-6050				CODE M67854		7. ADM NISTERED BY MARCORSYSCOM 2200 Lester St Bldg 2200 Quantico VA 22134-6050				CODE M67854			
										8. DELIVERY FOB			
										DESTINATION			
										OTHER (See Schedule if other)			
9. CONTRACTOR SERCO INC 1818 Library Street, Suite 1000 Reston VA 22190-5619				CODE 022Q2		FACILITY		10. DELIVER TO FOB POINT BY (Date) See Schedule		11. X F BUSINESS IS			
								12. DISCOUNT TERMS Net 30 Days WIDE AREA WORK FLOW		SMALL			
								13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Section G		SMALL DISADVANTAGED			
										WOMEN-OWNED			
14. SH P TO See Section D				CODE		15. PAYMENT W LL BE MADE BY DFAS Columbus Center,South Entitlement Operations P.O. Box 182264 Columbus OH 43218-2264				CODE HQ0338			
										MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.			
16. TYPE OF ORDER													
DELIVERY/ CALL		<input checked="" type="checkbox"/>		This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of numbered contract.									
PURCHASE				Reference your _____ furnish the following on terms specified herein.									
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.													
SERCO INC						Andrea Johnson Sr. Contracts Administrator							
NAME OF CONTRACTOR				SIGNATURE				TYPED NAME AND TITLE					
								DATE SIGNED (YYYYMMDD)					
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:													
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE See Schedule													
18. ITEM NO.		19. SCHEDULE OF SUPPLIES/SERVICES				20. QUANTITY ORDERED/ ACCEPTED *		21. UNIT		22. UNIT PRICE			
		See Schedule											
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.						24. UNITED STATES OF AMERICA				25. TOTAL			
						BY: /s/John E Lynch				11/27/2013		26. DIFFERENCES	
										CONTRACTING/ORDERING OFFICER		\$12,858,019.16	
27a. QUANTITY N COLUMN 20 HAS BEEN													
INSPECTED		RECEIVED		ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED:									
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE						c. DATE		d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE					
e. MA L NG ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE						28. SHIP NO.		29. D.O. VOUCHER NO.		30. INITIALS			
						PARTIAL		32. PAID BY		33. AMOUNT VERIF ED CORRECT FOR			
						FINAL							
f. TELEPHONE		g. E-MAIL ADDRESS				31. PAYMENT COMPLETE		34. CHECK NUMBER					
36. I CERT FY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.						PARTIAL		35. BILL OF LADING NO.					
a. DATE		b. SIGNATURE AND TITLE OF CERTIFY NG OFFICER				FULL							
37. RECEIVED AT		38. RECEIVED BY (Print)		39. DATE RECEIVED		40. TOTAL CON-TA NERS		41. S/R ACCOUNT NUMBER		42. S/R VOUCHER NO.			

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GENERAL INFORMATION

This amendment N00024-13-R-3324-0001 has the following revisions to the Performance Work Statement (PWS):

1. Under paragraph 3.0 specifically the paragraphs describing the requirement for an MSTP security personnel position - 3.1.1, 3.1.1.12 and 3.1.1.12.1 also included in Appendix D.
2. Under the sections pertaining to Command and Control Training and Education Center of Excellence (C2TECOE) specifically paragraphs 3.1.1.13.1, 3.1.1.13.ee, 3.1.1.13.1.a and 3.1.2.4 which also includes Appendix E.

The Government is issuing this Request for Proposal (RFP) as a Full and Open Competition for the Marine Corps Systems Command (MARCORSSYSCOM) requirement for USMC Marine Air Ground Task Force (MAGTF) Training Systems Support (MTSS). The requirement is for a base year, with a six month option, commencing on 1 December 2013, with a one month period of mobilization prior thereto. The NAICS code is 541330. The MTSS effort will require the MTSS Contractor to provide training support in Marine Air Ground Task Force (MAGTF) warfighting skills; Command, Control, Communication, and Computers Mobile Training Teams (C4MTTs); Warfighting Seminars; instruction in the Marine Corps Planning Process (MCPPE); planning, preparation, and execution of Command Post Exercises (CPX) and Mission Rehearsal Exercises (MRX), C2 systems, Watch Officer/Watch Chief (WO/WC), Battle Staff Training, and combat simulation ranging in scope from individual training, up to and including joint and combined events, all of which may require distributed processing and conduct of After Action Reviews (AAR). This is a general description of the effort and its locations, and is not all-inclusive. The point of contact for this acquisition is: Mr. Reginald Caldwell at reginald.caldwell@usmc.mil.

This Task Order is reserved for only those contractors who have Zone 2 - National Capital Region identified in section B of the MAC contract. Proposals from other contractors will not be considered.

There will not be an industry day for this requirement.

DISCLAIMER

Respondents are solely responsible for all expenses associated with responding to this RFP. Responses to this RFP will not be returned.

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
-----	---	-----	----	----	-----	-----	-----
4010		Travel				(b) (4)	
4010AA	6910	Travel - Marine Air Ground Task Force Staff Training Program(MTSP) . Not to exceed \$1,200,000 (O&MN,N)	1.0	LO	(b) (4)	\$0.00	(b) (4)
4010AB	6910	Travel - I Marine Expeditionary Force. Not to exceed \$30,000. (O&MN,N)	1.0	LO	(b) (4)	\$0.00	(b) (4)
4010AC	6910	Travel - II Marine Expeditionary Forces. Not to exceed \$50,000. (O&MN,N)	1.0	LO	(b) (4)	\$0.00	(b) (4)
4010AD	6910	Travel - III Marine Expeditionary Force. Not to exceed \$250,000 (O&MN,N)	1.0	LO	(b) (4)	\$0.00	(b) (4)
4010AE	6910	Travel - 29 PALMS. Not to exceed \$15,000 (O&MN,N)	1.0	LO	(b) (4)	\$0.00	(b) (4)
4010AF	6910	Travel - Marine Forces Europe. Not to exceed \$50,000 (O&MN,N)	1.0	LO	(b) (4)	\$0.00	(b) (4)
4010AG	6910	Travel - Joint National Training Center (JNTC)/ Marine Aviation Weapons Tactics Squadron-1 (MAWTS-1). Not to	1.0	LO	(b) (4)	\$0.00	(b) (4)

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exceed \$25,000
(O&MN,N)

4010AH 6910	Travel - Deployable Virtual Training Environment (DVTE). Not to exceed \$50,000 (O&MN,N)	1.0 LO	(b) (4)	\$0.00	(b) (4)
4010AJ 6910	Travel - Command and Control Training and Education Center of Excellence (C2TECOE). Not to exceed \$350,000. (O&MN,N)	1.0 LO	(b) (4)	\$0.00	(b) (4)
4010AK 6910	Travel - Combined Armed Staff Trainer/Combined Arms Command and Control Training Upgrade Systems (CAST/CACCTUS). Not to exceed \$20,000 (O&MN,N)	1.0 LO	(b) (4)	\$0.00	(b) (4)
4010AL 6910	Travel - Marine Corps Logistics Operations Group (MCLOG). Not to exceed \$20,000 (O&MN,N)	1.0 LO	(b) (4)	\$0.00	(b) (4)
4010AM 6910	Travel - Special Operations Tactics Group (SOTG). Not to exceed \$15,000 (O&MN,N)	1.0 LO	(b) (4)	\$0.00	(b) (4)
4010AN 6910	Travel - Marine Corps Base (MCB) Hawaii. Not to exceed \$10,000 (O&MN,N)	1.0 LO	(b) (4)	\$0.00	(b) (4)
4010AP 6910	Marine Air Ground Task Force Training Support Branch (MTSB) (O&MN,N)	1.0 LO	(b) (4)	\$0.00	(b) (4)
4020	Travel				(b) (4)

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4020AA 6910	Travel - MAGTAF Staff Training Program (MTSP). Not to exceed \$325,000. (O&MN,N) Option	1.0 LO	(b) (4)	\$0.00	(b) (4)
4020AB 6910	Travel - I Marine Expeditionary Force. Not to exceed \$15,000. (O&MN,N) Option	1.0 LO	(b) (4)	\$0.00	(b) (4)
4020AC 6910	Travel - II Marine Expeditionary Force. Not to exceed \$25,000. (O&MN,N) Option	1.0 LO	(b) (4)	\$0.00	(b) (4)
4020AD 6910	Travel - III Marine Expeditionary Force. Not to exceed \$125,000. (O&MN,N) Option	1.0 LO	(b) (4)	\$0.00	(b) (4)
4020AE 6910	Travel - 29 Palms. Not to exceed \$7,500. (O&MN,N) Option	1.0 LO	(b) (4)	\$0.00	(b) (4)
4020AF 6910	Travel - Marine Forces Europe (MARFOREUR) . Not to exceed \$25,000. (O&MN,N) Option	1.0 LO	(b) (4)	\$0.00	(b) (4)
4020AG 6910	Travel - Joint National Training Center (JNTC)/ Marine Aviation Weapons and Tactics Squadron-1 (MAWTS-1). Not to exceed \$12,500. (O&MN,N) Option	1.0 LO	(b) (4)	\$0.00	(b) (4)
4020AH 6910	Travel -	1.0 LO	(b) (4)	\$0.00	(b) (4)

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Deployable
Virtual Training
Environment
(DVTE). Not to
exceed \$25,000.
(O&MN,N)
Option

4020AJ 6910	Travel - Command and Control Training and Education Center of Excellence/MAGTAF Integrated Systems Training Centers (C2 TECOE/MISTIC). Not to exceed \$175,000. (O&MN,N) Option	1.0 LO	(b) (4)	\$0.00	(b) (4)
4020AK 6910	Travel - Combined Armed Staff Trainer/Combined Arms Command and Control Training Upgrade Systems (CAST/CACCTUS). Not to exceed \$10,000. (O&MN,N) Option	1.0 LO	(b) (4)	\$0.00	(b) (4)
4020AL 6910	Travel - Marine Corps Logistics Operations Group (MCLOG). Not to exceed \$10,000. (O&MN,N) Option	1.0 LO	(b) (4)	\$0.00	(b) (4)
4020AM 6910	Travel - Special Operations Tactics Group (SOTG). Not to exceed \$7,500. (O&MN,N) Option	1.0 LO	(b) (4)	\$0.00	(b) (4)
4020AN 6910	Travel - Marine Corps Base (MCB) Hawaii. Not to exceed \$5,000. (O&MN,N) Option	1.0 LO	(b) (4)	\$0.00	(b) (4)

For FFP Items:

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Item	PSC	Supplies/Services	Qty	Unit	Unit Price	Total Price
-----	---	-----	---	---	-----	-----
5000	6910	Mobilization (O&MN,N)	1.0	LO	(b) (4)	(b) (4)
5010	CORE	LABOR			(b) (4)	
5010AA	6910	Marine Air Ground Task Force Training Support Branch (MTSB) (O&MN,N)	12.0	MO	(b) (4)	(b) (4)
5010AB	6910	Marine Air Ground Task Force Staff Training Program (MSTP) (O&MN,N)	12.0	MO	(b) (4)	(b) (4)
5010AC	6910	Command & Control Training and Education Center of Excellence (C2TECOE)/ MAGTAF Integrated Systems Training Centers (MISTIC) (O&MN,N)	12.0	MO	(b) (4)	(b) (4)
5010AD	6910	Marine Corps Logistics Operations Group (MCLOG) (O&MN,N)	12.0	MO	(b) (4)	(b) (4)
5010AE	6910	Special Operations Training Group (SOTG) (O&MN,N)	12.0	MO	(b) (4)	(b) (4)
5010AF	6910	Joint National Training Center (JNTC)/ Marine Aviation Weapons Tactics Squadron-1 (MAWTS-1) (O&MN,N)	12.0	MO	(b) (4)	(b) (4)
5010AG	6910	School of Infantry - East (O&MN,N)	12.0	MO	(b) (4)	(b) (4)
5010AH	6910	Marine Air Ground Task Force Training Command (MAGTF TC) (O&MN,N)	12.0	MO	(b) (4)	(b) (4)

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5020	CORE LABOR				(b) (4)
5020AA 6910	Marine Air Ground Task Force Training Support Branch (MTSB) (O&MN,N) Option	6.0	MO	(b) (4)	(b) (4)
5020AB 6910	Marine Air Ground Task Force Staff Training Program (MSTP) (O&MN,N) Option	6.0	MO	(b) (4)	(b) (4)
5020AC 6910	Command & Control Training and Education Center of Excellence (O&MN,N) Option	6.0	MO	(b) (4)	(b) (4)
5020AD 6910	Marine Corps Logistics Operations Group (MCLOG) (O&MN,N) Option	6.0	MO	(b) (4)	(b) (4)
5020AE 6910	Special Operations Training Group (SOTG) (O&MN,N) Option	6.0	MO	(b) (4)	(b) (4)
5020AF 6910	Joint National Training Center (JNTC)/ Marine Aviation Weapons Tactics Squadron-1 (MAWTS-1) (O&MN,N) Option	6.0	MO	(b) (4)	(b) (4)
5020AG 6910	School of Infantry - East (O&MN,N) Option	6.0	MO	(b) (4)	(b) (4)
5020AH 6910	Marine Air Ground Task Force Training Command (MAGTF TC) (O&MN,N) Option	6.0	MO	(b) (4)	(b) (4)

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

See Attachment 1.

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SECTION D PACKAGING AND MARKING

All Deliverables shall be packaged and marked IAW Best Commercial Practice.

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SECTION E INSPECTION AND ACCEPTANCE

Inspection and Acceptance for this task order shall be conducted by the Government at Destination.

The following FAR clauses are hereby incorporated by reference into this task order:

FAR 52.246-2, "Inspection of Supplies -- Fixed Price" (AUG 1996).

FAR 52.246-4, "Inspection of Services -- Fixed Price" (AUG 1996).

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SECTION F DELIVERABLES OR PERFORMANCE

The periods of performance for the following Items are as follows:

4010AA	12/1/2013 - 11/30/2014
4010AB	12/1/2013 - 11/30/2014
4010AC	12/1/2013 - 11/30/2014
4010AD	12/1/2013 - 11/30/2014
4010AE	12/1/2013 - 11/30/2014
4010AF	12/1/2013 - 11/30/2014
4010AG	12/1/2013 - 11/30/2014
4010AH	12/1/2013 - 11/30/2014
4010AJ	12/1/2013 - 11/30/2014
4010AK	12/1/2013 - 11/30/2014
4010AL	12/1/2013 - 11/30/2014
4010AM	12/1/2013 - 11/30/2014
4010AN	12/1/2013 - 11/30/2014
4010AP	1/1/2014 - 11/30/2014
5000	11/12/2013 - 12/12/2013
5010AA	12/1/2013 - 11/30/2014
5010AB	12/1/2013 - 11/30/2014
5010AC	12/1/2013 - 11/30/2014
5010AD	12/1/2013 - 11/30/2014
5010AE	12/1/2013 - 11/30/2014
5010AF	12/1/2013 - 11/30/2014
5010AG	12/1/2013 - 11/30/2014
5010AH	12/1/2013 - 11/30/2014

CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following Items are as follows:

4010AA	12/1/2013 - 11/30/2014
4010AB	12/1/2013 - 11/30/2014
4010AC	12/1/2013 - 11/30/2014
4010AD	12/1/2013 - 11/30/2014
4010AE	12/1/2013 - 11/30/2014
4010AF	12/1/2013 - 11/30/2014
4010AG	12/1/2013 - 11/30/2014
4010AH	12/1/2013 - 11/30/2014
4010AJ	12/1/2013 - 11/30/2014
4010AK	12/1/2013 - 11/30/2014
4010AL	12/1/2013 - 11/30/2014
4010AM	12/1/2013 - 11/30/2014

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4010AN	12/1/2013 - 11/30/2014
4010AP	1/1/2014 - 11/30/2014
5000	11/12/2013 - 12/12/2013
5010AA	12/1/2013 - 11/30/2014
5010AB	12/1/2013 - 11/30/2014
5010AC	12/1/2013 - 11/30/2014
5010AD	12/1/2013 - 11/30/2014
5010AE	12/1/2013 - 11/30/2014
5010AF	12/1/2013 - 11/30/2014
5010AG	12/1/2013 - 11/30/2014
5010AH	12/1/2013 - 11/30/2014

The periods of performance for the following Option Items are as follows:

4020AA	12/1/2014 - 5/31/2015
4020AB	12/1/2014 - 5/31/2015
4020AC	12/1/2014 - 5/31/2015
4020AD	12/1/2014 - 5/31/2015
4020AE	12/1/2014 - 5/31/2015
4020AF	12/1/2014 - 5/31/2015
4020AG	12/1/2014 - 5/31/2015
4020AH	12/1/2014 - 5/31/2015
4020AJ	12/1/2014 - 5/31/2015
4020AK	12/1/2014 - 5/31/2015
4020AL	12/1/2014 - 5/31/2015
4020AM	12/1/2014 - 5/31/2015
4020AN	12/1/2014 - 5/31/2015
5020AA	12/1/2014 - 5/31/2015
5020AB	12/1/2014 - 5/31/2015
5020AC	12/1/2014 - 5/31/2015
5020AD	12/1/2014 - 5/31/2015
5020AE	12/1/2014 - 5/31/2015
5020AF	12/1/2014 - 5/31/2015
5020AG	12/1/2014 - 5/31/2015
5020AH	12/1/2014 - 5/31/2015

Services will be performed in numerous Continental United States (CONUS) and Outside Continental United States (OCONUS) locations. See PWS for location of services to be performed.

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SECTION G CONTRACT ADMINISTRATION DATA

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (JUN 2012)

(a) Definitions. As used in this clause--

Department of Defense Activity Address Code (DoDAAC) is a six position code that uniquely identifies a unit, activity, or organization.

Document type means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

Local processing office (LPO) is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) Electronic invoicing. The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS 252.232-7003, Electronic Submission

of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall--

(1) Have a designated electronic business point of contact in the Central Contractor Registration at <https://www.acquisition.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this Web site.

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through

WAWF. Both can be accessed by selecting the "Web Based Training" link on the WAWF home page at <https://wawf.eb.mil/>.

(e) WAWF methods of document submission. Document submissions may be via Web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

(1) Document type. The Contractor shall use the following document type(s).

Invoice 2 in 1

(2) Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

Inspection: DESTINATION Acceptance: DESTINATION

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table*

Field Name in WAWF	Data to be entered in WAWF
Pay Official DoDAAC	M67443
Issue By DoDAAC	M67854
Admin DoDAAC	M67854

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Inspect By DoDAAC M67854

Ship To Code Not Applicable

Ship From Code Not Applicable

Mark For Code Not Applicable

Service Approver (DoDAAC) M67854

Service Acceptor (DoDAAC) M67854/EXT TRSY

Accept at Other DoDAAC Not Applicable

LPO DoDAAC Not Applicable

DCAA Auditor DoDAAC Not Applicable

Other DoDAAC(s) Not Applicable

Contract Number TBD

(4) Payment request and supporting documentation. The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) WAWF email notifications. The Contractor shall enter the email address identified below in the "Send Additional Email Notifications" field of WAWF once a document is submitted in the system.

Peter.Ohalloran@usmc.mil

(g) WAWF point of contact. (1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

Peter.Ohalloran@usmc.mil

(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.

(End of clause)

Accounting Data

SLINID	PR Number	Amount
4010AA	M9543014RCYG011	(b) (4)
LLA :		
AA 1741106 3B4D 251 67856 0 067443 2D M95430		
Standard Number: EAYG4RCYG011		
Cost Code: EAYG4RCYG011		
4010AB	M9543014RCTS107	(b) (4)
LLA :		
AB 1741106 3B4D 251 67856 0 067443 2D M95430		
Standard Number: DNTS4RCTS107		
COST CODE: DNTS4RCTS107		
4010AC	M9543014RCTS107	(b) (4)
LLA :		
AB 1741106 3B4D 251 67856 0 067443 2D M95430		
Standard Number: DNTS4RCTS107		
COST CODE: DNTS4RCTS107		

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4010AD M9543014RCTS107 (b) (4)
 LLA :
 AB 1741106 3B4D 251 67856 0 067443 2D M95430
 Standard Number: DNTS4RCTS107
 COST CODE: DNTS4RCTS107

4010AE M9543014RCTS107 (b) (4)
 LLA :
 AB 1741106 3B4D 251 67856 0 067443 2D M95430
 Standard Number: DNTS4RCTS107
 COST CODE: DNTS4RCTS107

4010AG M9543014RCTS118 (b) (4)
 LLA :
 AC 9740100 1105 251 67856 0 067443 2D M95430
 Standard Number: XGTM4RCTS118
 COST CODE: XGTM4RCTS118

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 LLA :
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 Standard Number: 23F74RCF7375
 COST CODE: 23F74RCF7375

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 LLA :
 AE 1741106 3B4D 251 67856 0 067443 2D M95430
 Standard Number: EAMZ4RCMZ003
 COST CODE: EAMZ4RCMZ003

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 LLA :
 AF 1741106 3B4D 251 67856 0 067443 2D M95430
 Standard Number: DNTS4RCTS114
 COST CODE: DNTS4RCTS114

4010AL M6788714RCYJ001 (b) (4)
 LLA :
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 Standard Number: 4RCYJ001CONT
 COST CODE: 4RCYJ001CONT

4010AM M1852114RC00024 (b) (4)
 LLA :
 AH 1741106 1A1A 253 20133 0 067443 2D 1A1A
 Standard Number: 4RC00024KNBH
 COST CODE: 4RC00024KNBH

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 LLA :
 AB 1741106 3B4D 251 67856 0 067443 2D M95430
 Standard Number: DNTS4RCTS107
 COST CODE: DNTS4RCTS107

5000 M9543014RCTS107 (b) (4)
 LLA :
 AB 1741106 3B4D 251 67856 0 067443 2D M95430
 Standard Number: DNTS4RCTS107
 COST CODE: DNTS4RCTS107

5010AA M9543014RCTS107 (b) (4)
 LLA :
 AB 1741106 3B4D 251 67856 0 067443 2D M95430
 Standard Number: DNTS4RCTS107
 COST CODE: DNTS4RCTS107

5010AB M9543014RCYG011 (b) (4)
 LLA :
 AA 1741106 3B4D 251 67856 0 067443 2D M95430
 Standard Number: EAYG4RCYG011
 COST CODE: EAYG4RCYG011

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5010AC M9543014RCMZ003

(b) (4)

LLA :

AE 1741106 3B4D 251 67856 0 067443 2D M95430

Standard Number: EAMZ4RCMZ003

COST CODE:EAMZ4RCMZ003

5010AD M6788714RCYJ001

(b) (4)

LLA :

AG 1741106 3B4D 252 67884 0 067443 2D M67887

Standard Number: 4RCYJ001CONT

COST CODE:4RCYJ001CONT

5010AE M1852114RC00024

(b) (4)

LLA :

AH 1741106 1A1A 253 20133 0 067443 2D 1A1A

Standard Number: 4RC00024KNBH

COST CODE:4RC00024KNBH

5010AF M9543014RCTS118

(b) (4)

LLA :

AC 9740100 1105 251 67856 0 067443 2D M95430

Standard Number: XGTM4RCTS118

COST CODE:XGTM4RCTS118

5010AG M9305514RCLJ001

(b) (4)

LLA :

AJ 1741106 3B1D 252 67856 0 067443 2D M93055

Standard Number: 4RCLJ001V4DC

COST CODE:4RCLJ001V4DC

5010AH M6788714RCYJ001

(b) (4)

LLA :

AG 1741106 3B4D 252 67884 0 067443 2D M67887

Standard Number: 4RCYJ001CONT

COST CODE:4RCYJ001CONT

BASE Fundin (b) (4)

Cumulative Funding (b) (4)

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SECTION H SPECIAL CONTRACT REQUIREMENTS

SECTION H. SPECIAL CONTRACT PROVISIONS.

H.1 Contracting Officer's Representative (COR)

The Contracting Officer has designated a Contracting Officer's Representative in accordance with DFARS 201.602-2 (2). The COR is not authorized to negotiate changes, direct the contractor, or obligate the Government. The COR for this task order is:

Peter O'Halloran
12350 Research Parkway
Orlando, FL 32826-3275
(407) 381-8742
peter.ohalloran@usmc.mil

All Contract Data Requirements List (CDRL) deliverables are to be submitted to the COR, and the COR is responsible for tracking and acceptance.

H. 2 Identification of Contractor Employees

Contractor employees shall identify themselves as contractor personnel by introducing themselves or being introduced as contractor personnel and displaying distinguishing badges or other visible identification for meetings with Government personnel. In addition contractor personnel shall appropriately identify themselves as contractor employees in telephone conversations and in formal and informal written correspondence.

H.3 Organizational Conflict of Interest (OCI)

Limitation of Future Contracting. The Contracting Officer has determined that this acquisition may give rise to a potential conflict of interest. Prospective Offerors should read FAR Subpart 9.5 -- Organizational and Consultant Conflicts of Interest. This task may involve systems engineering and technical direction for the **U.S Marine Corps MAGTF Tactical Warfare Simulation** program that will preclude Contractor involvement in future efforts. The restrictions upon future contracting are as follows:

- If the Contractor, under the terms of this task order, or through the performance of tasks pursuant to this task order, is required to provide systems engineering and technical direction for a system or helps to develop specifications or statements of work to be used in a competitive acquisition, the Contractor shall be ineligible to supply the system or major components of the system as a prime Contractor and shall be precluded from being a Subcontractor or consultant to a supplier of the system or any of its major components under an ensuing Government contract. This restriction shall remain in effect for a reasonable time, sufficient to avoid unfair competitive advantage or potential bias (this time shall in no case be less than the duration of the initial production contract).

To the extent that the work under this contract requires access to proprietary, business confidential, or financial data of other companies, and as long as these data remain proprietary or confidential, the Contractor shall protect the data from unauthorized use and disclosure and agrees not to use it to compete with those other companies.

(a) "Organizational Conflict of Interest" means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the government, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage. "Person" as used herein includes corporations, partnerships, joint ventures, and other business enterprises.

(b) The contractor warrants that to the best of its knowledge and belief, and except as otherwise set forth in the contract, the contractor does not have any organizational conflict of interest(s) as defined in paragraph (a).

(c) It is recognized that the effort to be performed by the Contractor under this contract may create a potential organizational conflict of interest on the instant contract or on a future acquisition. In order to avoid potential

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conflict of interest, and at the same time to avoid prejudicing the best interest of the government, the right of the contractor to participate in future procurement of equipment and/or services that are the subject of any work under this contract shall be limited as described below in accordance with the requirements of FAR 9.5.

(d)

(1) The contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the government any information provided to the contract by the government during or as a result of performance of this contract. Such information includes, but is not limited to, information submitted to the government on confidential basis by other persons. Further, the prohibition against release of government provided information extends to cover such information whether or not in its original form, e.g., where the information has been included in contractor generated work or where it is discernible from materials incorporating or based upon such information. This prohibition shall not expire after a given period of time.

(2) The contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure or any party outside the government any information generated or derived during or as a result of performance of this contract. This prohibition shall expire after a period of three years after completion of performance of this contract.

(3) The prohibitions contained in subparagraphs (d)(1) and (d)(2) shall apply with equal force to any affiliate of the contractor, any subcontractor, consultant, or employee of the contractor, any joint venture involving the contractor, any entity into or with which it may merge or affiliate, or any successor or assign of the contractor. The terms of paragraph (f) of the Special Contractor Requirement relating to notification shall apply to any release of information in contravention of this paragraph (d).

(e) The contractor further agrees that during the performance of this contract and for a period of three years after completion of performance of this contract, the contractor, any affiliate of the contractor, any subcontractor, consultant, or employee of the contractor, any joint venture involving the contractor, any entity into or with which it may subsequently merge or affiliate or any other successor or assign of the contractor, shall not furnish to the United States Government, either as a prime contractor or as a subcontractor, or as a consultant to a prime contractor or as a subcontractor, any system, component or services which is the subject of the work to be performed under this contract. This exclusion does not apply to any re-competition for those systems, components, or services on the basis of work statements growing out of the effort performed under this contract, from a source other than the contractor, subcontractor affiliate, or assign of either, during the course of performance of this contract or before the three year period following completion of this contract has lapsed, the contractor may, with the authorization of the cognizant contracting officer, participate in a subsequent procurement for the same system, component, or service. In other words, the contractor may be authorized to compete for procurement(s) for systems, components or services subsequent to an intervening procurement.

(f) The contractor agrees that, if after award, it discovers an actual or potential organizational conflict of interest; it shall make immediate and full disclosure in writing to the contracting officer. The notification shall include a description of the actual or potential organizational conflict of interest, a description of the action, which the contractor has taken or proposes to take to avoid, mitigate, or neutralize the conflict, and any other relevant information that would assist the contracting officer in making a determination on this matter. Notwithstanding this notification, the government may terminate the contract for the convenience of the government if determined to be in the best interest of the government.

(g) Notwithstanding paragraph (f) above, if the contractor was aware, or should have been aware, of an organizational conflict of interest prior to the award of this contract or becomes, or should become aware of an organizational conflict or interest after award of this contract and does not make an immediate and full disclosure in writing to the contracting officer, the government may terminate this contract for default.

(h) If the contractor takes any action prohibited by this requirement or fails to take action required by this requirement, the government may terminate this contract by default.

(i) The contracting officer's decision as to the existence or nonexistence of the actual or potential organization conflict of interest shall be final and is not subject to the clause of this contract entitled "DISPUTES" (FAR 52.233.1).

(j) Nothing in this requirement is intended to prohibit or preclude the contractor from marketing or selling to the United States Government its product lines in existence on the effective date of this contract; nor, shall this

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requirement preclude the contractor from participating in any research and development. Additionally, sale of catalog or standard commercial items are exempt from this requirement.

(k) The contractor shall promptly notify the contracting officer, in writing, if it has been tasked to evaluate or advise the government concerning its own products or activities or those of a competitor in order to ensure proper safeguards exist to guarantee objectivity and to protect the government's interest.

(l) The contractor shall include this requirement in subcontracts of any tier which involve access to information or situations/conditions covered by the preceding paragraphs, substituting "subcontractor" for "contractor" where appropriate.

(m) The rights and remedies described herein shall not be exclusive and are in addition to other rights and remedies provided by law or elsewhere included in this contract.

(n) Compliance with this requirement is a material requirement of this contract.

H.4 Contractor Support Public Trust Determinations

Per Marine Corps Systems Command Policy Letter 1-09, all Contractor support that require a CAC are required to submit a Standard Form 85P, "Questionnaire for Public Trust Positions," and two copies of DD Form 258 "Applicant Fingerprint Card" to the Command's Security Program office along with a personnel roster of submissions and an addressed Federal Express container addressed to OPM, 1137 Branchton Road, Box 618, Boyers, PA 16018.

The Contractor is responsible for determining when adjudications have been entered by reviewing the notification status of their respective personnel. Once this has been completed, the Contractor may request the issuance of the CAC using the Contract Verification System (CVS) procedures. However, if issues are discovered, the Department of the Navy, Central Adjudication Facility (DONCAF) will place a "No Determination Made" in the Joint Personnel Adjudication System (JPAS) and forward the investigation to the submitting office for the Government to adjudicate.

H.5 Post Award Conference

Within 30 days of the start of performance, the awardee shall organize a Post Award Conference to be attended by the Contracting Officer, COR and contractor personnel to reconcile performance requirements including: detailed WBS, 30-day staffing plan, use of team members/subcontractors, security requirements, funding and management of funds, and quality control measures in response to the Performance Requirements Survey (PRS).

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SECTION I CONTRACT CLAUSES

52.217-9 -- OPTION TO EXTEND THE TERM OF THE CONTRACT. (MAR 2008)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days prior to completion of the base period; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed five years.

The following clauses are being incorporated by reference:

52.245-1 Government Property
237.503 Agency-head Responsibilities
252.227-7015 Technical Data-Commercial Items
252.227-7013 Rights in Technical Data-Noncommercial Items
252.227-7037 Validation of Restrictive Markings on Technical Data
5252.232-9509 Reimbursement of Travel, Per Diem, and Special Material Costs

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SECTION J LIST OF ATTACHMENTS

Attachment 1- Performance Work Statment

Attachment 2 - Appendix A

Attachment 3 - Appendix B

Attachment 4 - Appendix C

Attachment 5 - Appendix D

Attachment 6 - Appendix E

Attachment 7 - CDRL A001

Attachment 8 - CDRL B001

Attachment 9 - CDRL B002

Attachment 10 - CDRL F001

Attachment 11 -Cross Reference Matrix

PERFORMANCE WORK STATEMENT (PWS)

Marine Air Ground Task Force Training Systems Support (MTSS)

Contract Number N00024-13-R-3324

Version 1

March 18, 2014



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1. Introduction

This Performance Work Statement (PWS) defines the Marine Air Ground Task Force Training System Support (MTSS) Contractor requirements in support of the Marine Corps System Command (MARCORSYSCOM). Throughout this PWS, the MTSS Contractor is referred to as “Contractor”.

The Contractor shall provide all labor, material and non-personal services necessary to perform the training system support requirements described in this PWS.

1.1 Background

As the organization responsible for sponsoring and overseeing Marine Corps-wide training and education activities, Training and Education Command (TECOM) serves as the implementing agency for technical, operational, and training support. The support provided is in conjunction with Marine Corps specific training, and Combatant Command sponsored Joint, Combined, and Coalition exercises, which are reviewed annually by specific implementing organizations throughout the Marine Corps. Currently, TECOM supports Marine Corps-wide staff and individual training for Command and Control (C2), staff decision-making, and information systems under multiple management structures.

The decision has been made to combine a number of training support systems for MTSS under one management structure. Marine Corps System Command (MARCORSYSCOM), Program Manager for Training Systems (PMTRASYS) was tasked to acquire and manage contract support services and contract support teams.

1.2 Scope

This contract requires the MTSS Contractor to provide training support in Marine Air Ground Task Force (MAGTF) warfighting skills; Command, Control, Communication, and Computers Mobile Training Teams (C4MTTs); Warfighting Seminars; instruction in the Marine Corps Planning Process (MCPPE); planning, preparation, and execution of Command Post Exercises (CPX) and Mission Rehearsal Exercises (MRX), C2 systems, Watch Officer/Watch Chief (WO/WC), Battle Staff Training, and combat simulation ranging in scope from individual training, up to and including joint and combined events, all of which may require distributed processing and conduct of After Action Reviews (AAR), and as outlined in this PWS.

1.3 Stakeholders

1.3.1 Marine Air Ground Task Force Staff Training Program (MSTP) Division

MSTP Division provides training in MAGTF warfighting skills, within the context of a joint and combined multinational environment, in order to improve the warfighting skills of senior commanders and their staffs, and is the higher headquarters for the Command and Control Training and Education Center of Excellence (C2 TECOE) which oversees the MAGTF Integrated Training Centers (MISTC) at each of the MEFs, as well two smaller MISTCs in 29 Palms, CA and Hawaii. The MISTCs provide individual and collective training for the C2 systems used within the US Marine Corps.

1.3.2 Marine Air Ground Task Force Training Command (MAGTFTC)

MAGTFTC employs computer aided combat simulations in support of the Marine Air Ground Task Force Training Program (MAGTFTP), which includes the Large Scale Exercise (LSE), Battle Staff Training Program (BSTP), and Integrated Training Exercise (ITX).

1.3.3 Marine Corps Logistics Operations Group (MCLOG)

MCLOG provides advanced, standardized training in tactical logistics operations, conducts collective battle staff training, manages logistics education programs and synchronizes logistics doctrine, tactics, techniques and procedures. MCLOG provides individual training in the form of the Intermediate Logistics Operations Course (IMLOC) and collective training in the form of a Battle Staff Training Exercise (BSTX) named Pegasus Endeavor.

1.3.4 Battle Simulation Centers & Combined Arms Staff Trainer Facilities

The Battle Simulation Centers (BSC) and Combined Arms Staff Trainer (CAST) facilities require a Contractor provided site simulation staff to plan, prepare, and execute computer aided combat simulations for the US Marine Corps and other US military forces, allied partners, and Government agencies approved by the US Marine Corps. This includes first echelon equipment maintenance and general IT support.

1.3.5 Training Audience

The supported training audience encompasses Marine Corps unit commanders and supporting Government agencies and activities, the Marine Corps education establishment, Marines under training, Government developers of training systems, conceptual experimenters, and future evolving activities supporting the Marine Corps. Examples include other Department of Defense (DoD) Services, Marine Corps Combat Development Command, Training and Education Command, Marine Corps Systems Command, Marine Forces Reserve, Marine Corps Warfighting Lab, Marine Corps University, and the Office of Naval Research.

1.4 General Requirements

1.4.1 Contractor Business Relations

The Contractor shall coordinate with the Contracting Officer Representative (COR) to successfully integrate and coordinate all activity needed to execute the contract requirements and shall accept tasking in accordance with (IAW) this PWS from the COR. The Contractor shall manage the timeliness, completeness, and quality of problem identification. The Contractor shall provide corrective action plans, proposal submittals, timely identification of issues, and effective management of subcontractors. The Contractor shall seek to ensure customer satisfaction and professional and ethical behavior of all Contractor personnel. The contractor shall provide a monthly status, progress and management report to address performance IAW Contracts Data Requirements List (CDRL) B001.

1.4.2 Program Manager

The Contractor shall provide a Program Manager (PM) who shall be responsible for leading the effort, ensuring timely and high quality services are provided and all terms and conditions of the contract are met. The PM shall be responsible for organizing and managing task workloads within established budget and schedule guidelines. The PM shall be the Contractor's primary point of contact for the Government. The name of this person and an alternate who shall act for the Contractor when the Program Manager is absent shall be designated in writing to the Contracting Officer (KO). The Labor Category (LC) description for the PM is included in Appendix A.

1.4.2.1 Contract Management Plan

The Contractor shall provide a Contract Management Plan in accordance with CDRL A001 which entails the management application of Integrated Product and Process Development (IPPD) tenets, and includes the proactive identification and management of risk.

1.4.2.2 Cross Training

The Contractor shall include in the Management Plan (provided with the proposal) a section that describes how the contractor will staff positions with individuals able to fulfill multiple roles.

1.4.2.3 Staffing

The Contractor shall accomplish performance requirements defined in this PWS by employing and utilizing qualified personnel with appropriate combinations of education, training, and experience. The Contractor shall ensure that contract personnel upon initial hire are trained and proficient on operating systems, software applications and software versions described in the performance requirements.

A staffing section shall be included in the Contract Management Plan that reflects how resource allocations will be employed to accomplish the PWS requirements, meet schedule fluctuations in training requirements (i.e. personnel used to accomplish multiple tasks and personnel augmentation plans for timely response to workload fluctuations while maximizing efficiency and economy), workforce stability, motivation, personnel training with verification that education, experience and qualifications are current, complete and timely, and personnel selection criteria. The management plan shall include an organizational chart for the effort reflecting clear lines of communications and authority which will ensure smooth performance of the PWS. The organizational chart of the proposed support organization (to include any subcontractors) must include position titles and the number of full time equivalents (FTEs) proposed for each support position.

The Contractor shall, with site COR approval, surge personnel from different locations at no additional charge to the Government. Surge support shall be based on expected planned tasks and event schedules provided by the Government and is expected to not exceed 10% of the task. The site COR will approve travel and schedule requirements in advance for surge requirements.

1.4.2.4 Joint Foreign National Training (Title X)

The Contractor shall accommodate Joint US/foreign national training and comply with appropriate rules and regulations that accommodate International Traffic in Arms. Instructional support and training may be within the United States or abroad, by military advice or via in-person communication.

1.4.2.5 Travel

Travel shall be approved by the applicable training site COR in accordance with the Joint-Travel-Regulations (JTR) for site support of surge events or for travel within the simulation site-training region at sites requiring additional Contractor personnel.

1.4.2.6 Overseas Travel

Contractors shall anticipate participating in overseas training events and shall be able to receive an area clearance as well as have a valid US passport. Any Contractor traveling overseas for work on this contract shall be issued orders allowing them passage on Governmental flights and ships according to the JTR, and other designated means if it is in the best interest to the Government. Contractors traveling overseas shall follow the Force Protection plan initiated by the Government and may require billeting in specified locations. Any Contractor travel overseas shall adhere to the laws and regulations addressed in State Department Rules and Status of Forces Agreements (SOFA) (or equivalent) governing the specific country they are working in or traveling through.

1.4.3 Operations

1.4.3.1 Locations

Normal training support operations occur at the Marine Expeditionary Forces (MEFs) located at Camp Pendleton, CA (I MEF), Camp Lejeune, NC (II MEF), and Okinawa, Japan (III MEF), the MAGTF Training Command, located at MAGTFTC/Marine Corps Air Ground Combat Center (MCAGCC), 29 Palms CA, and Marine Corps Base, Hawaii (MCBH), and other training activities. Specific training site locations are as follows:

- a. BSCs at Marine Corps Installations-West/Marine Corps Base Camp Pendleton (MCBCP), II MEF, III MEF, 29 Palms, and MCBH.
- b. CAST at Marine Corps Installations-West/MCBCP, II MEF, III MEF, 29 Palms, and MCBH.
- c. MSTP, Quantico, VA.
- d. C2 TECOE, Quantico, VA.
- e. MISTC at each MEF, MAGTFTC/MCAGCC, 29 Palms, CA, and MCBH.
- f. Marine Corps University (MCU), Quantico, VA.
- g. The Basic School (TBS), Quantico, VA.
- h. School of Infantry-East (SOI-E), Camp Lejeune, NC.
- i. Special Operations and Tactics Group (SOTG), Camp Lejeune, NC.
- j. MCLOG, MAGTFTC/MCAGCC, 29 Palms, CA,
- k. Marine Forces Pacific (MARFORPAC), Camp Smith, Hawaii (Surge Support).
- l. Marine Forces Europe (MARFOREUR) and Marine Forces Africa (MARFORAF) Stuttgart, Germany (Surge Support).
- m. Marine Aviation Weapons and Tactics Squadron 1 (MAWTS- 1), Yuma, AZ.

1.4.3.2 Hours of Operation for Centers

Normal facility hours of operation workdays are Monday through Friday. Normal facility work hours are from 0700 to 1700 daily. The Site COR may shift hours of operation of the facility to best suit training support requirements.

The majority of provided support shall be rendered in a garrison work environment during normal duty hours. There are occasions when exercise support requirements will exceed normal work hours, and may require contract personnel on site for 10-14 hours per day in a twenty-four hour period (including weekends/holidays). In the event that Contractor support is needed beyond the typical eight hour work day, the Contractor shall make accommodations to provide the required personnel at the locations and times required.

1.4.3.3 Security and Safety

Strict security measures are required within each site in support of events involving the handling of classified material in accordance with established local and Department of Navy procedures. The Contractor shall certify in writing to the Government that personnel supporting this contract are "Qualified U.S. Contractors" per Department of Defense (DoD) Directive 5220.22-M Chapter 2 Section 2. Qualified U.S. Contractors are restricted to U.S. citizens, persons admitted lawfully into the United States for permanent residence, and are located in the United States. All personnel identified on the certification and/or supporting this contract shall be in compliance with Department of Defense, Department of the Navy, and the Marine Corps Information and Personnel Security Policy to include completed background investigations (as required) prior to start.

Strict security measures are required at sites that require the handling of classified material and systems in accordance with established law, regulation and local and Department of Navy procedures. The Government shall assist the Contractor in gaining access to Government agencies, installations, information and systems necessary to execute the requirements of this PWS.

All Contractor personnel requiring access to secret material and systems shall have, or be eligible to receive, an approved security clearance. The Contractor shall provide these personnel with the appropriate clearance level (secret, top secret, or top secret compartmentalized) necessary to execute the training requirements of this PWS within thirty (30) days of contract award. Classified access eligibility shall be recorded in the Joint Personnel Adjudication System (JPAS) under the Contractor's JPAS Security Management Code.

The Contractor shall comply with the security guidance and requirements of the Department of Defense Contract Security Classification Specification (DD254) for Information Security including Government source data and documentation and with the Department of the Navy (DON) Information Security Program in accordance with Secretary of the Navy (SECNAV) Instruction 5510.36, and any superseding guidance as provided by the Applicable Directives listed in PWS paragraph 4.

Contractor facilities shall have the appropriate facility clearance levels. Classified access shall only occur at the Government sites.

1.4.3.3.1 Visit Requests and Security Requirements

Contractors shall comply with SECNAV M-5510.30, JUN 2006, Department of the Navy (DON) Personnel Security Program (Chapter 11 Visitor Access to Classified Information), and Federal Acquisition Regulation (FAR) 52.204-2 for access to United States Marine Corps (USMC) bases and information. All visit requests shall be provided via the JPAS system at least five (5) working days prior to scheduled visit. Individuals shall have two forms of picture identification.

1.4.3.3.2 DD Form 254

Overarching security requirements and Contractor access to classified information shall be as specified in the basic DD Form 254. All Contractor personnel with access to unclassified information systems, including e-mail, shall have at a minimum a favorable National Agency Check with Inquiries (NACI).

1.4.3.4 Accidents and Mishaps

The Contractor shall adhere to the requirements established by Occupational Safety and Health Act (OSHA) regulation 1910.142. Contractor shall comply with all Installation Safety Orders and procedures. Accidents and mishaps involving Government property, Government employees, or Contractor employees shall be reported to the Training Officer, COR, site COR, and Contracting Officer within 24 hours. The Contractor shall conduct an investigation into all accidents occurring on Government property involving Contractor employees and report the investigation findings to the COR, site COR and Contracting Officer within three working days after occurrence

1.4.4 General Purpose Equipment and Supplies

General purpose equipment and supplies required by the Contractor for administration and/or day-to-day operations shall be provided at Contractor expense (i.e. computers, printers, fax machines, and office supplies).

The Government will provide the necessary property, equipment, supplies and facility support services (i.e. copiers, office spaces, chairs, book cases, cleaning supplies, phones, and file cabinets). The Government will also provide:

- a. Access to classified automated data processing equipment (ADPE) (classified computers, printers, fax machines, and shredders)
- b. Working spaces as determined by site characteristics to include desks, chairs, phone line(s)
- c. Forms, publications and documents, unless available commercially. Those available commercially shall be purchased by the Contractor.

1.4.5 Navy-Marine Corps Intranet (NMCI)

The Contractor shall provide NMCI approved equipment as required for access to electronic mail, the internet (including .mil websites), and access to network resources such as database servers, Web servers, file servers and printing resources. The Contractor shall maintain NMCI eligibility, equipment, and upgrades. Contractor personnel shall perform electronic collaboration through the use of files, shares, internet servers, and database servers. Contractor personnel must have the ability to access information through the use of NMCI

1.4.6 Packaging and Handling

The contractor shall perform packaging, unpacking and handling duties as needed using best commercial practices.

1.4.7 Records, Reports and Reviews

The Contractor shall be responsible for using and complying with the site-specific Government local reports or records that may be required.

1.4.8 Permits and Licenses

The Contractor shall, without additional expense to the Government, obtain all permits and licenses required for the performance of its responsibilities described in this PWS. In doing so, the Contractor shall comply with all applicable host country, federal, state and local laws. Evidence of such permits and licenses shall be provided the site COR prior to commencing any efforts for which the permits and licenses are required.

1.4.9 Quality Assurance

The Government shall evaluate the Contractor's performance under this contract through formal reviews and inspections as described Quality Assurance Surveillance Plan (QASP) (Appendix C).

1.4.10 Government Rights

The Government has unlimited rights to all documents and materials produced within the performance of duties, either assigned or implied under this PWS. All documents and materials shall be Government owned and are the property of the Government with all rights and privileges of ownership and copyright belonging exclusively to the Government.

2. General Tasks

2.1 Contractor Mobilization and Transition

Contractor staffing shall be 85% complete within 20 days of contract award and 100% complete within 30 days of contract award. The Contractor shall provide a Mobilization and Transition Plan as part its technical proposal that addresses the mobilization and transition responsibilities described in this PWS. The plan shall describe in detail, with supporting milestone schedules, how the Contractor will achieve full performance responsibility 30 days after contract award..

2.1.1 Joint Meetings (Transition)

The contractor shall conduct a joint transition/mobilization meeting within one week after Contract Award to discuss execution of the Contractor's Mobilization and Transition Plan, the respective responsibilities of all parties and the Contractor's readiness to assume full performance duties. The Joint meeting will be conducted at a site selected by the Government. The Contractor shall provide Conference Agendas and Meeting Minutes in accordance with CDRL B002

2.1.2 End of Contract Transition

The Contractor shall provide support for transition occurring at the end of this contract to ensure an orderly transition that minimizes Government impact. Unless otherwise specified by the Government, the Contractor shall provide the successor all records of completed and ongoing projects including all archived materials from previous exercises, training events, and planning conference meeting notes. As an On-the-Job Training (OJT) function throughout the transition phase, the Contractor shall allow the successor to observe (over-the-shoulder) the performance of all PWS efforts on a not-to-interfere basis.

2.1.2.1 Training Site Facilities

The Contractor shall cease operations and vacate all facilities by 2400 (midnight) on the last day of its contract performance, unless agreed upon in advance by the KO. The Contractor shall be liable for damages beyond normal wear and use of occupied training site facilities and is responsible for removing all Contractor debris and unwanted materials. Facility condition shall be determined by Government inspection during the transition phase or upon contract expiration.

2.2 Inventory

The Contractor shall assist the Government in performing physical inventories of Government assets including simulation Hardware (H/W) and Software (S/W) and tracking temporarily issued Deployable Virtual Training Environment (DVTE) gear.

3. Specific Tasks

3.1. Training Support Requirements.

This paragraph defines the training support requirements the Contractor shall execute. The requirements are described for each individual stakeholder identified in paragraph 1.3. The contractor shall provide status, progress and management assessments IAW CDRL B001.

3.1.1 Marine Air Ground Task Force Staff Training Program Division (MSTPD)

The MSTPD will (1) provide training in MAGTF warfighting skills, within the context of a Joint and Combined environment, in order to improve the warfighting skills of senior commanders and their staffs; (2) serve as the central Marine Corps agency for C2 training and education requirements from the individual Marine through all levels of MAGTF commanders and their staffs; and (3) act as the process owner for the Marine Corps lessons learned program. The following subparagraphs define the MSTPD training support requirements. Supporting documents provided in Appendix D demonstrate a representative Training Exercise and Employment Plan (TEEP) for MSTP, as well as Representative Exercise Level of Effort Drivers.

3.1.1.1 Communications and Information System (CIS) Support Requirements

3.1.1.1.1 CIS Training Support

The Contractor shall provide installation, operation, maintenance, database development, and instructional expertise in support of CIS training, systems integrations and operations in a classroom and operations center environment in support of MSTPD-sponsored and supported events. Specific communications and information systems associated with this requirement include the following:

- a. Global Command and Control System Joint (GCCS-J)
- b. Joint Tactical Common Operating Picture (COP) Workstation (JTCW)

- c. Joint Battlespace Viewer (JBV)
- d. Combined Information Data Exchange (CIDNE)
- e. Planantir
- f. NATO Intelligence Toolbox (NITB)
- g. Joint Operations Center Watch (JOCWATCH)
- h. Intelligence Operations Server (IOS), versions 1,2, and 3
- i. Command and Control Personal Computer (C2PC)
- j. Intelligence Operations Workstation (IOW)
- k. Theater Battle Management Core Systems (TBMCS)
- l. Joint Automated Deep Operations Coordination System (JADOCS)
- m. Advanced Field Artillery Tactical Data System (AFATDS)
- n. Biometric Automated Tools (BAT)
- o. Internet Relay Chat (IRC)
- p. Extensible Messaging and Presence Protocol (XMPP) Chat
- q. Command Post of the Future (CPOF)
- r. Battle Command Sustainment Support System (BCS3)
- s. Common Logistics Command and Control Support System (CLC2S)
- t. Transportation Capacity Planning Tool (TCPT)
- u. Combined Enterprise Regional Information Exchange (CENTRIX)
- v. First person communications devices such as video teleconferencing, and Voice Over Internet Protocol (VOIP) technologies.

3.1.1.1.2 Collaborative Tools and Web Development Support

The Contractor shall:

- a. Support Collaborative Tools and Web Development to include the design, permissions, page content structure, instruction, operation and maintenance of data-driven, dynamic websites/collaboration tools in support of garrison and tactical event environments.
- b. Assist in the design, install, configuration and maintenance of all event internet websites, intranet, Secret Internet Protocol Router Network (SIPRNET) and collaboration tools, in accordance with Government Security Policies and Procedures.
- c. Instruct and assist designated, trained personnel at the Marine Forces (MARFORs), Marine Expeditionary Force/Marine Expeditionary Brigade/Major Subordinate Commands (MEF/Marine Expeditionary Brigade (MEB)/Major Subordinate Commands (MSCs), the MAGTF Training Center at 29 Palms, California, Marine Corps University, and MSTP in creating and maintaining web sites, Sharepoint sites, and in the use of collaborative web-based software applications to support operations.
- d. Assist in the creation and maintenance of MSTP websites, and in the development of collaborative tools instructional courseware.
- e. Maintain liaison with Marine Corps Systems Command (MCSC) for new version release of a C2 system
- f. Maintain and share situational awareness of changes/updates to MCSC Plan of Action and Milestones (POA&Ms) affecting information systems Request for Information (RFIs); participate in related conferences, seminars, working groups, meetings, and symposia for assigned information systems; and advise and assist action officers.

3.1.1.2 Documentation Preparation and Review Support

The Contractor shall prepare and review documentation pertaining to Joint, Marine Corps, and other service doctrine, missions, and concepts that may be incorporated into models, simulations or MAGTFs in performance of command and control functions. Contractor personnel shall operate business and engineering software applications in support of this task.

3.1.1.3 Training Event Support

The Contractor shall:

- a. Conduct event preparation to include participation at initial concept development planning meetings and event scenario development.
- b. Develop model(s) or simulation database(s), and necessary C2 systems and communication systems.
- c. Recommend event responsibilities, control, organizational structure, and event assignments.
- d. Prepare and provide event plans, such as simulation control plans, network control diagrams and procedures, event scripts, intelligence dissemination matrices, information management plans and C2 system architecture diagrams.
- e. Develop Command, Control, Communication and Computers (C4) systems exercise databases.
- f. Conduct operator training on designated event simulations or C2 systems.
- g. Provide instruction on the use of simulation models and doctrinal Tactics, Techniques and Procedures (TTPs) required to fulfill training objectives.
- h. Build a database and conduct verification and validation with the supported training audience, and modify the database as necessary to meet instructional objectives.
- i. Archive data in support of post-event reconstructions and AARs.
- j. Inspect workstations and workspaces to ensure security and accountability requirements are met.
- k. Install, operate, and maintain C2 systems, supporting computer and communication networks, simulation models, supporting applications, workstations and work areas to support events. This may include movement, setup, courier, and arrangement of the simulation and computer network hardware in a manner to support the requirements of the event. The Contractor shall ensure necessary Government-owned support equipment, training material, audio/visual equipment and furniture are in place prior to the event.
- l. Immediately notify the site COR and inform the Active Duty Action/Responsible Officer of any discrepancies that may jeopardize the success of unit training or ability to operate any simulation, Command, Control, Communications, Computers, Intelligence, Surveillance and Reconnaissance (C4ISR) systems, or communication networks.
- m. Install, operate, and maintain simulation and computer network hardware and software, including establishing communication interfaces between simulation models and C2 systems.
- n. Conduct pre-event tests and evaluation of supporting hardware, databases and parametric data and follow-on training.
- o. Develop scenario concepts for service specific, Joint and Combined, Live, Virtual, Constructive (LVC) exercises.
- p. Prepare and conduct scenario briefings, operations orders, plans, graphics, Fragment Orders (FRAG-O), and supporting products, as required.

- q. Coordinate the numerous facets of exercise control planning including replication of notional units, civilians on the battlefield, role players, governmental and non-governmental organizations, joint and coalition military forces, and special events as required by the Government.
- r. Provide expertise in designing all exercise scenarios focusing on USMC Maneuver, Intelligence, Aviation, Fires and Logistics operations.
- s. Develop and refine the scenario concept using current and evolving doctrine and training audience feedback as required.
- t. Conduct research on doctrine, tactics, techniques, and procedures to ensure doctrinal correctness.
- u. Conduct research on current world situation to support relevant focused training exercises.
- v. Provide expertise in integrating aviation, intelligence, fires, logistics and USMC ground combat element (GCE) operations and maneuver support into all exercises.
- w. Ensure the simulation system or federation technically supports the planned training exercise, advising on ways to prevent or work around technical difficulties.
- x. Monitor response cells to ensure terminal operators correctly manipulate the system to accurately reflect exercise training goals and objectives.
- y. Provide functional expertise to response cell role players in order to ensure the outputs and reports of the model are correctly interpreted into tactically meaningful stimulation to the exercise staff.
- z. Provide appropriate training support for the following typical functional breakdown by battlefield operating system: Intelligence; Maneuver; Fires; Aviation; Logistics; and Opposing Forces (OPFOR).
- aa. Role-play and represent all actions by organizations not represented by the training audience or exercise simulation cells, which may include service level, Joint, Combined, or Coalition forces and respective headquarters, regardless of nationality or service component.
- bb. Role-play and represent all actions by OPFOR. The intent is to replicate a “thinking enemy” to create a realistic, challenging event environment.
- cc. Adjudicate simulation play as necessary and provide recommended actions to resolve simulation or event discrepancies.
- dd. Assist in the preparation, presentation and orchestration of event briefs and debriefs.
- ee. Prepare unit level and executive level post-event critique and AARs.
- ff. Provide post-event and simulation output data analysis. This analysis shall provide subjective and objective information related to training audience performance, including completion of training objectives, identification of operational and tactical strengths and weaknesses, command and control, and replay of key events. This information will be included in the event AARs.
- gg. Prepare event reports, including the Final Exercise Report (FER) and all historical documentation.
- hh. Conduct event analysis and recommend changes or improvements to the scenario.

3.1.1.4 Functional Support

The Contractor shall:

- a. Maintain, archive and publish a library of scenarios, related plans and accompanying documentation, simulation databases including organizations, tactics, weapon system capabilities, doctrine, and force structures for use in event preparation. This will include:
 - 1) Operational scenarios and battle organization analyses (including tactics, doctrine, and operational methodologies) in preparation for event conduct or evaluation using models and simulations.
 - 2) Strategic, operational, and tactical-level research supporting scenario development, all aspects of the plans development process, or planning selection process, testing and/or evaluation of concepts, wargaming, and training procedures. Selected models shall include models or systems that accurately replicate potential threat forces in support of battle simulations.
- b. Provide analysis and documentation supporting the simulation model selection process for designated training events.
- c. Test and integrate C2 systems and communication architectures, data systems, and network infrastructure in support of training events.
- d. Recommend improvements for Marine Corps programs of record.
- e. Recommend facility improvements and new construction supporting computer and communication network infrastructure requirements, modeling and simulation and C2 systems training.

3.1.1.5 Future Technology Evaluation Analysis Support

The Contractor shall provide analysis to assess the impact, usability, functionality, and benefit of future, as yet undetermined simulation and C2 systems and communication technology, as it pertains for use by the Government.

3.1.1.6 Information Technology (IT) Support

The Contractor shall:

- a. Design, evaluate, maintain and troubleshoot the current Windows Server environment in support of day-to-day operations and deployed events to include:
 - 1) Conducting day-to-day management and monitoring of the server operating system, file structure, and directory services, software distribution and updates.
 - 2) Providing Tier-2 troubleshooting support.
 - 3) Supporting engineering and change management projects.
 - 4) Building and configuring servers, implementing auditing policies, and performing scheduled vulnerability-assessment scans.
 - 5) Monitoring logs for firewalls and intrusion detection systems.
 - 6) Deploying current Windows Servers, configuring client access licenses (CALs) for various services, designing infrastructure requirements and planning server migrations.
- b. Plan, deliver, operate, and manage Microsoft desktop infrastructure to include desktop virtualization, application virtualization, and remote desktop services in order to maintain provisioning, security, and maintenance of new end-user devices over networks and via local or virtual applications in support of day-to-day operations and deployed events.
- c. Administer, deploy, manage, monitor, upgrade, migrate, and design current Exchange servers in support of day-to-day operations and deployed events to include:
 - 1) Installing and deploying servers.

- 2) Managing Exchange Server infrastructure, conducting server upgrades, planning and implementing disaster recovery solutions, monitoring and maintaining the messaging system.
- 3) Designing and deploying security for the Exchange organization.
- 4) Designing and deploying Exchange Server availability and recovery.
- 5) Designing and deploying messaging compliance, system monitoring, and reporting.
- d. Integrate, maintain and troubleshoot VMware vSphere Enterprise environment in support of day-to-day operations and deployed events.
- e. Design, maintain and troubleshoot enterprise storage area network systems in support of day-to-day operations and deployed events.
- f. Design, integrate, maintain and troubleshoot Structure Query Language (SQL) database instances in the enterprise computing environment in support of day-to-day operations and deployed events.
- g. Provide communication expertise with operational knowledge of C2 systems currently employed and planned for by the operating forces.

3.1.1.7 Network Installation, Operation and Maintenance Support

The Contractor shall:

- a. Plan, deliver, operate, and manage Microsoft server infrastructure solutions across multiple solution areas in support of day-to-day operations and deployed events.
- b. Prepare plans for the installation, operation, and maintenance of computer networks and accompanying applications in support of voice, video, and data networking in support of day-to-day operations and deployed events.
- c. Install, operate, and maintain computer networks and accompanying applications in support of voice, video, and data transmission in support of day-to-day operations and deployed events.
- d. Plan, test, deploy, configure, maintain, and troubleshoot local area networks (LAN) at designated event sites necessary to conduct exercises.
- e. Configure network equipment, software and services to enable the event LAN to connect to the Wide Area Networks (WAN).
- f. Conduct network administration and mitigate security threats in support of day-to-day operations and deployed events for layer-two and three network devices, including Cisco IOS / IOS XE / IOS XR / NexOS switches and routers using the following protocols: IP, Enhanced Interior Gateway Routing Protocol (EIGRP), Serial Line Interface Protocol, Frame Relay, Routing Information Protocol Version 2 (RIPv2), Virtual Local Area Networks (VLANs), Ethernet, and access control lists.
- g. Locate, identify, and resolve causes for network failures, conduct pre-event testing and evaluation in order to optimize network performance.
- h. Install, operate and maintain VoIP technologies, such as Call Manager, IP PBX, IP telephony, handset, call control, and voice mail solutions in support of day-to-day operations and deployed events.
- i. Install patches and updates, implementing Security Technical Implementation Guides (STIGs), ensuring password and other system security measures, and implementing and following procedures to ensure compliance with non-technical controls and policies in support of IA compliance initiatives.

- j. Identify and recommend future voice, video and data networking technologies to support day-to-day operations and deployed events.
- k. Provide written and verbal reports on IT assets in accordance with Government Security Policies and Procedures and PWS requirements.
- l. Provide a Help Desk during all normal working hours and expanded working hours of scheduled events. The Help Desk shall be the single point for all IT issues within the organization. The Help Desk shall facilitate solutions and maintain documentation.
- m. Assist the Government to ensure IT equipment end items are accounted for properly.
- n. Develop and maintain an asset control database for all computer and network infrastructure equipment and supporting software located with each MSTP facility/organization described in this PWS.
- o. Provide a quarterly equipment status report to the S-6 / CIS Support Branch Head for all identified equipment and software repairs/shortfalls, the date repair/replacement occurred, and any required hardware/software upgrades.
- p. Provide a report, when required, that identifies new hardware/software or any recommended upgrades to the S-6 / CIS Support Branch Head.

3.1.1.8 COMSEC Support

The Contractor shall:

- a. Provide communications security (COMSEC) information support for exercises by receiving, couriering, installing and operating keymats and classified IT assets for designated exercises and events in accordance with the current version of Marine Corps Order (MCO) MCO 2281.1 (EKMS 1b), Electronic Key Management System Policy).
- b. Transport, store, apply and protect COMSEC keying material for encryption devices and key those devices in accordance with DoD, USMC policy and local regulations.

3.1.1.9 Information Assurance (IA) Support

The Contractor shall:

- a. Assist the Government designated IA representative in ensuring a sufficient Patch Management System is in place for the Battle Staff Training Facility, Barrett Hall, and deployed training sites for IA compliance.
- b. Assist the Government designated IA representative in implementing IA standard operating procedures and software controls for various computer systems developed in compliance with DoD 8500.2.
- c. Assist the Government designated IA representative in reviewing and incorporating all required IA STIGs, IA Vulnerability Assessments (IAVAs), and patches to ensure IA compliance of appropriate simulation systems.
- d. Assist the Government designated IA representative in maintaining copies of all back-up software for the router, switches, servers, and clients for IA compliance for site certifications.
- e. Assist the Government designated IA representative in the development or acquisition of system software tools and support services for the assignment and management of passwords, user IDs, and other software security mechanisms.
- f. Assist the Government designated IA representative in the review and evaluation of existing software and procedures, as well as proposed changes to the software and procedures. Provide methods of reporting and correcting IT security violations or breakdowns.

- g. Assist the Government designated IA representative in IA risk management and security contingency planning.
- h. Assist the Government designated IA representative in conducting system testing and analyzing equipment and software reliability and utilization reports to identify and define problem areas.
- i. Assist the Government designated IA representative in developing and maintaining a back-up procedure system used in the Battle Staff Training Facility, Barrett Hall, and deployed training sites for IA compliancy for site certifications.
- j. Assist the Government designated IA representative in developing and maintaining an inventory of all system software.
- k. Assist the Government designated IA representative in developing and maintaining an inventory of all routers, switches, servers, clients, and computers for the Battle Staff Training Facility, Barrett Hall, and deployed training sites.
- l. Assist the Government designated IA representative in managing an IA training program for system and network.
- m. Ensure that personnel accessing information systems have the proper and current IA certification to perform IA functions in accordance with current versions of DoD 8570, "Information Assurance Workforce Improvement Program" and the SECNAV M-5239.2, "Department of the Navy Information Assurance (IA) Workforce Management Manual to Support the IA Workforce Improvement Program".

3.1.1.10 Training Support

The Contractor shall:

- a. Prepare, update and maintain instructional support material IAW CDRL F001 for:
 - 1) The Marine Corps Planning Process and additional topics as may be required to support training audience goals.
 - 2) MSTP and C2 TECOE regarding C2 systems and communications training.
- b. Provide classroom instruction using approved instructional support material to specified training audiences.

3.1.1.11 Modeling and Simulation Support

The Contractor shall:

- a. Prepare, update and maintain instructional support material IAW CDRL F001 for simulation instructor/controller training including:
 - 1) Simulation models/federation of simulations used, and integration thereof.
 - 2) After action system capabilities.
 - 3) Master Scenario Events List (MSEL)/scripting.
 - 4) MAGTF Command, Control, Communications, Computers and Intelligence (C4I) interfaces; intelligence models support; response cell augmentation and layout.
 - 5) Simulation training plan; simulation control procedures; and simulation center layout.
- b. Provide simulation test and analysis plans and conduct tests for existing and emergent simulation hardware/software programs or projects of record.
- c. Translate real world or fictional enemy and friendly force structures into an event simulation database.
- d. Conduct reviews and structured walk-through of simulation events and training, operation orders and plans, and information gathering requirements.

- e. Operate, maintain, and train Government and contract personnel on current simulation models and upgrades.
- f. Provide analysis of emergent simulation technologies against stated requirements. This may include drafting test plans, conducting tests, and publishing test results.
- g. Generate and analyze software trouble reports and software change reports, provide ordered priority of recommended improvements to include impact on designated simulation systems.
- h. Configure and operate simulation models and establish the interface to designated C2 systems and tactical communication networks for both garrison and field environments.
- i. The Contractor will create, maintain, update, and provide recommendations concerning emerging modeling and simulation concepts, operational directives/instructions (e.g., technical user manuals, appropriate DoD directives, security directives, and Government developed desktop procedures, and standing operating procedures).

3.1.1.12 Security

Strict security measures in accordance with applicable DoD, DON and Marine Corps policies and directives shall be adhered to within all designated training facilities in support of events involving the handling of classified material. During all normal working hours and expanded working hours of events:

3.1.1.12.1 Security Tasks

The Contractor shall:

- a. Maintain a constant presence at the central point of entry to verify the security clearance of Visitors requiring access to classified events in the facility.
- b. Operate current or implemented security/identification system to issue visitor badges to those cleared individuals requiring access, and control all badges issued and returned by maintaining a Visitor Control Logbook.
- c. Conduct opening and closing of secured spaces.
- d. Update and maintain a Unit Level Personnel Security Roster to ensure individual security training, i.e., counter-espionage, information assurance and foreign disclosure, are current and documented.
- e. Maintain all current-relevant security checklists, security orders, directives, reports, and correspondence while ensuring accessibility to the simulation sites and supported events.

3.1.1.13 C2 TECOE Training Support

The Contractor shall:

- a. Provide the C2 systems training capabilities described in the table 3-1 at the C2 TECOE and each MISTC. Each site is also expected to demonstrate and provide Battle Staff Training (BST) in the Combat Operations Center (COC).

Table 3-1 C2 TECOE Training Capabilities								
Location	Maneuver	White Cell	Fires	Force Protection	Information Management/ COC	Logistics	COC	Network Engineering

Performance Work Statement (PWSP)
Marine Air Ground Task Force Training Systems Support (MTSS)

Table 3-1 C2 TECOE Training Capabilities

Location	Maneuver	White Cell	Fires	Force Protection	Information Management/ COC	Logistics	COC	Network Engineering
C2 TECOE	C2PC/JTCW, JBC-P, TCS/W, CPOF	Yes	NA	COC Intel Support	SharePoint, Chat Tools, Analog Displays	CLC2S, TCPT,	Yes	NA
MISTC East	C2PC/JTCW, JBC-P, TCS/W	Yes	AFATDS, JADOCS, StrikeLink EMT, PSS-SOF, DFIC	BAT, HIIDE, SEEK, COC Intel Support	SharePoint, Chat Tools, Analog Displays	CLC2S, TCPT, BCS3 NM, JDLM	GS-13	Yes
MISTC West	C2PC/JTCW, CPOF, JBC-P, TCS/W	Yes	AFATDS, JADOCS, EMT, StrikeLink PSS-SOF, DFIC	BAT, HIIDE, SEEK, COC Intel Support	SharePoint, Chat Tools, Analog Displays	CLC2S, TCPT	GS-13	Yes
MISTC Okinawa	C2PC/JTCW, TCS/W	Yes w/ augment	AFATDS, JDOCS, StrikeLink, EMT, DFIC	COC Intel Support	SharePoint, Chat Tools, Analog Displays	CLC2S, TCPT,	GS-13	Yes
MISTC 29 Palms	C2PC/JTCW, TCS/W	Yes, w/ augment	NA	BAT, HIIDE, SEEK, COC Intel Support	SharePoint, Chat Tools, Analog Displays	NA	Yes	NA
MISTC Hawaii	JBC-P, C2PC/JTCW, TCS/W	Yes w/ augment	NA	COC Intel Support	SharePoint, Chat Tools, Analog Displays	NA	Yes	Yes

Notes

- (1) Contractor specific COC training services are required at the C2 TECOE, MISTC Hawaii and MISTC 29 Palms
- (2) Government employees teach JBC-P at MISTC Okinawa and MISTC 29 Palms
- (3) The Contractor will support Government, GS-13 COC Specialist who teach BST at MISTC East, MISTC West, and MISTC Okinawa.
- (4) CLC2S/TCPT Services are required starting 1 August 2014
- (5) Digital Fires Integration Course (DFIC); Precision Strike Suite for Special Operations Forces (PSS-SOF)
- (6) "Yes" indicates Contractor support is required.

- b. Provide Course Chief Program of Instruction (POI) development and management support services at the C2 TECOE and MISTCs in accordance with the curriculum developer and Course Content Review Board (CCRB) recorder duties and responsibilities outlined in MCO 1553.2B.
- c. Provide individual C2 systems training based on information contained in Government provided POIs.
- d. Ensure the curriculum development and course chief location and service responsibilities at the MISTCs and the C2 TECOE comply with the table 3-2.

Table 3-2 Curriculum Development Services and Course Chief Assignments

Location	POI Category	Site Specific Curriculum Development Services Required	Course Chief Assignment List
C2 TECOE	Maneuver Systems COC Operations	Yes C2 TECOE curriculum support and future MSTP Division assigned POIs.	BST
MISTC East	Logistics	Yes	6 Courses: MLS2, CLC2S, BCS3 NM, TCPT Operator, TCPT Resource Mission Manager, TCPT System Administration
MISTC West	Fires	Yes	4 Courses: AFATDS, EMT, JADOCS, DFIC 3 Courses: SharePoint document library, basic

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Table 3-2 Curriculum Development Services and Course Chief Assignments			
Location	POI Category	Site Specific Curriculum Development Services Required	Course Chief Assignment List
			site owner, and advanced site owner 5 C2PC/JTCW, PAE, TCS, CTP Manager, CPOF Operator
MISCT Okinawa	COC Equipment	No	1 Course: COC Equipment Course
MISTC Hawaii	COC Operations	No	1 Course: Watch Officer/Watch Chief
MISTC 29 Palms	Biometrics and Tactical Maneuver Systems	Yes	2 Courses: BAT/HIIDE/SEEK 3 Courses: JBC-P System Administration, Senior Planners, Basic Operator

- e. Ensure curriculum conformance is provided across the C2 TECOE and all MISTCs. This includes: standardized training, educational assessment IAW MCO 1553.2B. Course Chief functional responsibilities include:
 - 1) Providing instructional program evaluation support for the C2 TECOE and MISTC Site Directors.
 - 2) Recording results of course content review boards, master lesson file reviews, maintaining student training data at the respective site for the C2 TECOE and MISTC Site Directors.
 - 3) Providing education and training research.
 - 4) Conducting lesson file review and maintenance.
- f. Provide POI administration support to the C2 TECOE and MISTCs including:
 - 1) Maintaining master lesson files and presentation materials for the respective course assignments.
 - 2) Observe instructional methods, techniques, and practices for POI conformance across all MISTCs.
 - 3) Utilization of training aids and devices, facilities, and equipment.
 - 4) Ensuring training standards with respect to Marine Corps Training and Readiness Manuals.
 - 5) Assist in Course Chief faculty development parallel to the Marine Corps' curriculum development training programs or service equivalents.
- g. Attend (at C2 TECOE discretion) Joint, Service, and Inter-Service meetings related to C2 systems POI development. Examples include C2 systems training meetings, conferences, and Integrated Product Teams (IPTs) membership in support of the C2 TECOE training mission at MCSC and the Marine Corps Combat Development Command (MCCDC).
- h. Assist the C2 TECOE Curriculum Development Branch in establishing C2 systems course review management schedules.
- i. Install, operate, and maintain C2 systems hardware and software in support of classroom and COC training with Government provided hardware and software at the C2 TECOE, MISTCs, and designated exercise training sites.
- j. Demonstrate and train Marines on the operation and employment of digital C2 systems and analog tools resident in the COC that support maneuver, fires, intelligence, force protection, logistics, command and control and aviation operations.
- k. Provide qualified instructors knowledgeable in COC watch stander duties and responsibilities for each position in the COC in accordance with the C2 TECOE BST POI.

- l. Provide instructors to support for up to forty COC BST events annually to include individual, sequenced, C2 systems training leading up to the BST events. The TEEP contained in Composite Appendix E is an example of the Marine Corps' MAGTF Training Program (MAGTF TP) training-cycle to include Infantry Training Exercise (ITX) dates.
- m. Assist the C2 TECOE site COR and MISTC SITE COR with coordinating home station C2 systems training and BST in support of MAGTF TP.
- n. Provide White Cell support during BST events to include Government provided scenario events related to execution of BST battle drills, and scripted changes injected via the COC systems.
- o. Provide C2 systems training in accordance with the approved USMC POIs and orders governing said training (MCO 1553.2b, NAVMC 1553.1).
- p. Provide individual C2 systems classroom training, functional systems training, and initial BST training to Battalion Commanders and their staffs, and to Regiments when augmented by Marine Corps Tactics and Operations Group (MCTOG), MCLOG, or MSTPD.
- q. Provide COC training team support of unit current operations including:
 - 1) Products developed by their respective C2 systems and analog processes in support of the MCPP.
 - 2) Systems utilization and analog use of displays in plans execution for current operations.
 - 3) COC processes and procedures in operating the COC Capability Set (CAPSET) III & IV in support of the C2 TECOE BST POI.
- r. Assist the Government in maintaining accountability of Government equipment in support of classroom training and in the COC. This includes accountability of equipment while supporting mobile training teams at deployed locations.
- s. Provide updated POI material to the C2 TECOE Curriculum Development Section.
- t. Compile CCRB information for distribution to the other instructors.
- u. Comply with, and attend established CCRB schedules and dates.
- v. Consolidate MISTC course critique information with each of the respective Course Chiefs.
- w. Make recommendations to the Government on POI changes via the C2 TECOE Curriculum Development Section.
- x. Provide COC instruction and training to COC WO/WC, and Watch Standers for Operating Force units. This requirement includes:
 - 1) Visits to unit COCs; WO/WC instruction at unit locations.
 - 2) Assisting units with COC operational vignettes; rehearsing playbook scenarios; and training and coordination with supporting staffs.
 - 3) Demonstrated knowledge on the operational employment and TTPs of the following C2 systems and software applications in the COC operating environment:
 - AFATDS
 - Joint Battlefield Command-Platform (JBC-P)
 - Falcon View
 - C2PC
 - Effects Management Tool (EMT) (AFATDS Client)

- CLC2S
 - CPOF
 - TCPT
 - JDOCS
 - StrikeLink
 - SharePoint
 - Chat Tools
 - Tactical COP Server/Workstation (TCS/W)
 - PSS-SOF
- y. Participate as functioning member of WO/WC course and Battle Staff Training events in support of collective training.
- z. The Contractor shall act as a White Cell member playing out higher headquarters, maneuver units or SME under the supervision of MISTC BST staff members.
- aa. Conduct and participate in education and training research studies to resolve COC related training issues.
- bb. Assist in the development of new and/or modified training techniques, methods, and practices that impact the effectiveness of the COC BST process.
- cc. Provide AARs to the training unit, including evaluating the unit's COC Standard Operating Procedures and unit's performance in relation to the COC BST POI and Marine Corps' C2 Training and Readiness Manual.
- dd. Instruct Marines, commanders, and staffs on the tactics, techniques, and procedures (TTPs) of C2 systems employment, integration, and usage within the COC.
- ee. Provide instructional services commensurate with delivery and media quality expected from those who attended DoD formal instructor courses, such as the Marine Corps' Formal Instructor's Course, or service equivalent. All instructional services will be evaluated and are expected to pass the performance metrics established in the example Instructor Evaluation Checklist contained in Composite Appendix E prior to training any Marines. This evaluation checklist is taken from the C2 TECOE Standard Operating Procedure (SOP). Instructional services will also be evaluated using feedback from the Instructional Rating Form, and the End of Course Critique both included in Composite Appendix E. Prior to teaching Marines, government employees or service members, each Contractor instructor shall conduct a POI teachback to the C2 TECOE and MISTC Government representatives upon contract award, and within sixty (60) days of course assignment thereafter.
- ff. Install, operate, and maintain C2 systems hardware, training networks, and software in support of classroom and COC training with Government provided hardware and software at the C2 TECOE, MISTCs, and designated exercise training site.
- gg. Install, configure and maintain physical and virtual network systems, servers, routers, switches, clients and peripherals to support C2 systems and COC training events. This includes installation and operation of the EKMS and associated supporting hardware/software.
- hh. Design, implement, document and maintain a robust virtual network infrastructure utilizing current virtual server and client software to support classroom environments and a COC training network at the MISTCs.
- ii. Install, configure and maintain physical and virtual systems and applications to allow classroom and COC instruction.

- jj. Maintain a robust network security posture to prevent intrusions, outages, and ensure compliance with local base and USMC system security regulations.
- kk. Provide expertise on installation, configuration and maintenance of multiple operating systems to include Linux, Windows XP, Windows 7 and 8, Windows Server 2003 and 2008, and VMWare ESXi.
- ll. Install, configure and maintain complete domain solutions to include, but not limited to, Active Directory, Domain Controllers, Exchange Servers, SQL Servers, SharePoint Services, File Sharing Services, Remote Access Services, Virtual Private Networks (VPNs) and Trusted Domains.
- mm. Ensure Commercial ISP connectivity, Audio Visual connectivity, Enterprise Network Connectivity, and SIPRNET connectivity is maintained. Troubleshoot connectivity issues within the facility and coordinate with external agencies, when required, to maintain connectivity to the facility.
- nn. Maintain external connections to provide wide area networking, L-Band and Ku-Band Satellite interfaces, Wireless Point-to-Point Link (WPPL), and Tactical transmission systems and related communications systems.
- oo. Assist with introduction and incorporation of new systems, applications, and computers to the MISTCs as directed by the C2 TECOE.
- pp. Assist with IT setup and connectivity for tactical network systems from external agencies to the MISTC in support of training activities.
- qq. Provide recommendations to the MISTC Site Director on network issues including system upgrades and system or IT purchasing requirements.
- rr. Provide network support to the MISTCs.
- ss. Support IA/cyber security functions and controls in conformance with USMC directive, and as applicable to different network enclaves, closed loop unclassified training, closed loop classified training and CISP at the MISTCs.
- tt. Ensure all Government provided software and hardware operates on the C2 TECOE training networks to include the MISTCs.
- uu. Maintain software configuration control at the C2 TECOE and MISTCs for supporting classroom delivery and BST events.
- vv. Develop and present to the Government a software configuration management tool, such as a spreadsheet or on-line database through the C2 TECOE SharePoint site. This tool shall document the current software baseline for the C2 TECOE and the supported MISTCs.
- ww. Develop and maintain MISTC training schedules that are accessible via the C2 TECOE SharePoint site. The schedules shall:
 - 1) Provide the MISTC Site Director a scheduling tool that allows the Government to identify and manage required training resources for each C2 systems training event.
 - 2) Identify the required services and classroom resources.
 - 3) Identify any travel and cost.
 - 4) List the event Point of Contact (POC).
 - 5) Identify any computer networks and C2 systems installation and operations requirements for classroom set-up and tear down.

- xx. Provide MISTC administrative training support to the MISTC Site Director for MISTC East, West and Okinawa. The Contractor shall manage the MISTC schedule, coordinate meeting locations at the MISTC, and assist the site director in managing the MISTC physical and personnel security program.
- yy. Collect training evaluation records from courses as required, forward After Instruction Report to MISTC site director; maintain records of attendance, equipment and software changes, POI material and changes.
- zz. Assist the MISTC site directors with maintaining the security of all DoD information including Personally Identifiable Information (PII), unclassified information and classified information residing within and on MISTC information systems and facilities.

3.1.1.13.1 Curriculum Development Requirements

The Contractor shall:

- a. Provide the MSTP Division with curriculum development support for the existing C2 TECOE C2 systems POI and future curriculum requirements. All curriculum development support is in accordance with the Navy Marine Corps (NAVMC) 1553.1, Systems Approach to Training (SAT) User's Guide and MCO 1553.2B, Management of Marine Corps Formal Schools and Training Detachments. To ensure POI conformance is in accordance with the POI list (referenced document titled, "C2 TECOE POI STATUS") and the C2 TECOE Course Catalog (referenced document titled, "C2 TECOE COURSES OFFERED AT THE MISTCS"), both contained in Appendix E
- b. Review job and task analyses to produce learning objectives at a level appropriate and tailored to the specific target training population for each course.
- c. Conduct comprehensive program assessment reviews and life cycle maintenance for all courses in conjunction with the MSTP Division and other TECOM formal schools with C2 systems instruction incorporated into their POI.
- d. Develop procedures, standards and guidelines for evaluating technology needs; researching, and recommending equipment and software for use in the training environment.
- e. Maintain master lesson files that may be required to conduct regional POI inspections at the C2 TECOE, MAGTF Integrated Systems Training Centers (MISTC).
- f. Conduct new curriculum research, develop, design and coordinate courses, workshops and seminars to include CCRB and Learning Analyses (LA).
- g. Perform functional C2 curriculum development responsibilities including:
 - 1) Instructional program evaluation.
 - 2) Educational testing and measurement.
 - 3) Education and training research.
 - 4) Development and application of new program methods, approaches, and technology, including:
 - Evaluating administrative policies and procedures.
 - Evaluating curricula (basic, advanced and specialty training); instructional methods, techniques, and practices.
 - Evaluating adequacy and utilization of training aids and devices, facilities, training standards and faculty development.

- h. Develop methods of using new training media in designing courses and special course materials. This includes analyzing the development needs of instructional personnel to ensure application of proven instructional methods and techniques.
- i. Determine the learning objectives and task relationships, cluster learning events, and organize course content and develop instruction design plans.
- j. Confer with other Marine Corps curriculum designers, course writers, instructors and subject-matter experts to coordinate instructional system analysis, leading to the production of computer-based/Web-based training or in-residence instruction.
- k. Develop, maintain, and provide instructional POIs and scenarios for courses such as the COC BST and Common Tactical Picture (CTP) management.
- l. Monitor post course surveys and instructor critiques for the C2 TECOE.

3.1.2 Simulation Sites

The Simulation Sites plan, prepare and execute computer aided combat simulations for the US Marine Corps and other US military forces, allied partners, and other Government agencies. The Simulation Sites include the Battle Simulation Centers and CAST located at each MEF, MAGTF/TC/MCAGCC 29 Palms and MCBH; other training activities with like support requirements are also included. These activities include:

- MSTPD, Quantico, VA.
- C2 TECOE, Quantico, VA.
- MCU, Quantico, VA.
- SOI-E, Camp Lejeune, NC.
- SOTG, Camp Lejeune, NC.
- MARFORPAC, Camp Smith, Hawaii (surge support)
- MARFOREUR and MARFORAF, Stuttgart, Germany (surge support)

The Simulation Sites training support requirements are organized in three functional areas of the PWS; military analysis, technical support and administrative support. There are also specific training support requirements described in this paragraph for Simulation Site Unit and Individual Training, and specific requirements unique to III MEF Okinawa.

3.1.2.1 Military Analysis Support

The Contractor shall:

- a. Operate, maintain and provide instruction on computer based simulation models and simulation federations.
- b. Research documents and extract factual data describing the composition of military forces in models and simulations.
- c. Assist in the review of materials (e.g. models/simulations, demonstrations, reports, and/or briefings) to ensure appropriate classification.
- d. Edit doctrinal manuscripts, analyze problem areas and recommend feasible solutions for implementation in simulation training events.
- e. Translate real world or fictional enemy, friendly and neutral task organizations, tables of equipment, supply stocks, and operational orders into exercise simulation databases or scenarios.
- f. Conduct pre-event tests and evaluation of supporting databases and parametric data.

- g. Attend conferences and meetings at both home station and other off site locations, providing recommendations and analysis of model/simulation employment in preparation for, during, and AAR of exercises.
- h. Participate in structured simulation training events/exercises and simulated rehearsals of operational plans and orders.
- i. Provide analysis of a functional area (e.g. aviation, ground combat, C2, combat service support, intelligence, and opposing forces) and advise the response cell members as to the best method of implementing a course of action given the strengths and weaknesses of the simulation.
- j. Conduct post-event critique and analysis, employing various after action review tools and applications.
- k. Provide analysis of emerging simulation technologies against stated requirements, including drafting test plans, conducting tests, publishing test results, and maintaining and archiving simulation based training scenarios (including organizational databases, tactics, weapon system capabilities, doctrine, and force structures) for use in preparation of future exercises.
- l. Document the salient properties of the simulation being evaluated and their relevance to Marine Corps and Joint training.
- m. Analyze event requirements and determine simulation training equipment and Contractor resources required in support of simulation events.
- n. Determine simulation event subscriber requirements from the simulation to various simulation interfaces and selected command and control systems.
- o. Select appropriate scenario generation tools based on the capabilities of the simulation system as it relates to terrain and force list database preparation.
- p. Instruct the Government in all aspects of a simulation model's capabilities, including automated processing standards, life cycle management, and configuration management processes.
- q. Prepare a written plan for all simulation events including the following information:
 - 1) Simulation models/federation of simulations used and integration thereof.
 - 2) After action system capabilities.
 - 3) Master Scenario Events List (MSEL) scripting.
 - 4) MAGTF C4I interfaces.
 - 5) Intelligence models support.
 - 6) Response cell augmentation and layout.
 - 7) Simulation training plan.
 - 8) Simulation control procedures.
 - 9) Facility layout.
- r. Demonstrate detailed and functional knowledge of the Marine Corps Planning Process and MAGTF doctrine and tactical level TTPs related to combined arms.
- s. Participate and promote simulation innovations within the Marine Corps simulation community, incorporating new technologies, techniques, and procedures as they are developed.
- t. Provide instruction and maintain computer based training for simulation models administration, as well as training conduct support documents provided IAW CDRL F001.

3.1.2.2 Technical Support

The Contractor shall:

- a. Install, operate, and maintain simulation computer workstations and networks in support of simulation based events.
- b. Perform simulation systems administration and integration in an exercise environment, supporting exercise planning, preparation, and execution to include post-exercise events, such as capturing and maintaining all exercise data for later analysis and training.
- c. Ensure maximum interoperability of assorted simulation H/W and S/W components necessary for effective execution of Modeling and Simulation (M&S) exercises.
- d. Prepare, monitor, and evaluate simulation test plans and events.
- e. Conduct system administration in an HP/Unix, Linux, and NT/Windows computer operating network environment.
- f. Implement distributed simulation protocols, communication technologies, and networks in support of remote operations conducted at other training sites.
- g. Integrate simulation and C2 training systems for LVC training events. Systems integration includes implementing integration protocols such as Distributed Interactive Simulation (DIS) and High Level Architecture (HLA), implementing simulation federations such as JLVC and Joint Land Component Constructive Training Capability (JLCCTC), and implementing integration middleware such as Joint Exercise Control Station (JECS) and SIMS4I Interchange model for Plans, Logistics and Exercises (SIMPLE).
- h. Install patches and updates, ensuring password and other system security measures, and procedures to ensure compliance with non-technical controls and policies in support of IA compliance initiatives.
- i. Configure network equipment, S/W and services to enable the event LAN and simulation systems to connect to the WAN.
- j. Locate, identify, and resolve causes for network failures, and conduct pre-event testing and evaluation in order to optimize network performance.
- k. Transport, store, apply and protect COMSEC keying material for encryption devices and key those devices in accordance with DoD, USMC policy and local regulations.
- l. Install, operate, and maintain LAN at designated event sites necessary to conduct simulation based training.
- m. The contractor shall assist the Government by implementing and maintaining IA as defined in site-specific DoD Information Assurance Certification and Accreditation Process (DIACAP) Implementation Plans and in compliance with DoD 8500.2.
- n. Assist the Government designated IA representative in the review and evaluation of existing (and proposed changes to) S/W and procedures, and provide methods of reporting and correcting IT security violations or breakdowns.
- o. Assist the Government designated IA representative in IA risk management and security contingency planning.
- p. Assist the Government designated IA representative in conducting system testing and analyzing equipment and S/W reliability and utilization reports to identify and define problem areas.
- q. Assist the Government designated IA representative in developing and maintaining a back-up procedure system for the Battle Simulation Centers, CAST and MISTC sites for IA compliance for site certifications.

- r. Assist the Government designated IA representative in maintaining all IA documentation required by the current versions of DoD 8570, DoD 8500, and SECNAV M-5239.
- s. Ensure that personnel accessing information systems have the proper and current IA certification to perform IA functions in accordance with current versions of DoD 8570, “Information Assurance Workforce Improvement Program” and the SECNAV M-5239.2, “Department of the Navy Information Assurance (IA) Workforce Management Manual to Support the IA Workforce Improvement Program”.

3.1.2.3 Operational Support

The Contractor shall:

- a. Archive database and scenario products for re-use in subsequent exercises.
- b. Assist the Government in producing and maintaining informational materials for simulation platforms and training packages, including videos, pamphlets, booklets, websites, and briefing slides.
- c. Assist and train designated Government personnel to set up DVTE suites, develop scenarios, operate BLUFOR (friendly forces)/OPFOR (opposing forces) applications, and control entities in the virtual environment.

3.1.2.4 Simulation Site Unit Training

Unit training refers to the use of a simulation model, or federation of simulation models, to train a unit which can range from a fire-team to the MEF level. See Appendix E as an example TEEP that displays those exercises or events that occur during the calendar year

The Contractor shall:

- a. Attend planning conferences that require simulation staff attendance to determine simulation requirements and ensure simulation models support training goals, objectives, and methodologies.
- b. Conduct exercise planning pursuant to Government provided requirements.
- c. Conduct data collection in support of exercise execution. Data collected shall include:
 - 1) BLUFOR/OPFOR and neutral force organization.
 - 2) Order of battle, equipment, terrain and mapping considerations.
 - 3) Supported C2 systems.
 - 4) Simulation federation requirements.
 - 5) Information on interface between simulation driven events and live exercise events (if a live, virtual, constructive exercise design is used).
 - 6) Exercise and exercise support networks.
 - 7) Simulation node and response cell structure.
 - 8) Security compliance information.
- d. Provide briefings on simulation training capabilities, limitations, constraints, and considerations.
- e. Provide recommendations on best practices for simulation use in order to support training exercise goals and objectives.
- f. Define simulation network architecture, including internal and external networks including the simulation model structure for each simulation training event.
- g. Design, prepare, and test the simulation architecture to support the training exercise goals and objectives.

- h. Generate Friendly and Opposing Force List (Order of Battle). Use training audience generated products, including operational orders, intelligence summaries, country playbooks, and other products, to develop the force list for friendly, opposing, and neutral forces. The force list is used in order to construct simulation databases, ensuring numbers and types of personnel and equipment are accurately modeled in accordance with the exercise training goals and objectives, within the capabilities of the simulation system.
- i. Develop Terrain and Maps. Use training audience generated products, including operational orders, intelligence summaries, country playbooks, and other products, to develop the terrain database for the simulation system in order to support the exercise's goals and objectives. Map development shall include the technical manipulation of geographical data as well as interpretation of exercise planning documents to ensure critical terrain is accurately modeled to support training goals and objectives.
- j. Develop Initial Unit Locations. Use training audience generated products, including operational orders, intelligence summaries, country playbooks, and other products, to develop initial unit locations, including friendly, opposing, and neutral, and render the information as starting locations in the simulation database. The task requires an understanding of doctrinal force laydown, exercise battle plans and schemes of maneuver, and simulation technical capabilities and requirements in order to support training goals and objectives.
- k. Conduct regimented testing of the simulation database to ensure it meets all exercise training goals and objectives with technical and tactical accuracy within the limitations of the simulation system.
- l. Develop a C2 Support Plan that demonstrates an understanding of the systems employed and the networks used that and ensures the simulation architecture is designed to stimulate all appropriate C2 in support of the exercise training goals and objectives.
- m. Develop the simulation network architecture and response cell communications network architectures in order to connect to and integrate with the exercise networks in support of exercise training goals and objectives.
- n. Develop a Simulation Control Plan to be submitted in accordance with the exercise timeline. The Simulation Control Plan shall meet the requirements of the Exercise Director and will include verbiage, diagrams, and tables that detail the exercise simulation architecture, how the simulation database(s) support the training audience's operational plan, simulation node and response cell support, network architecture, and security compliance.
- o. Develop scenario concepts for service specific, Joint and Combined and LVC exercises.
- p. Prepare and conduct scenario briefings, operations orders, plans, graphics, FRAG-Os, and supporting products, as required.
- q. Coordinate the numerous facets of exercise control planning including replication of notional units, civilians on the battlefield, role players, governmental and non-governmental organizations, joint and coalition military forces, and special events as required by the Government.
- r. Provide expertise in designing all exercise scenarios focusing on USMC Maneuver, Intelligence, Aviation, Fires and Logistics operations.
- s. Develop and refine the scenario concept using current and evolving doctrine and training audience feedback as required.

- t. Conduct research on doctrine, tactics, techniques, and procedures to ensure doctrinal correctness.
- u. Conduct research on current world situation to support relevant focused training exercises.
- v. Provide expertise in integrating aviation, intelligence, fires, logistics and USMC GCE operations and maneuver support into all exercises.
- w. Ensure the simulation system or federation technically supports the planned training exercise, advising on ways to prevent or work around technical difficulties.
- x. Monitor response cells to ensure terminal operators correctly manipulate the system to accurately reflect exercise training goals and objectives.
- y. Provide functional expertise to response cell role players in order to ensure the outputs and reports of the model are correctly interpreted into tactically meaningful stimulation to the exercise staff.
- z. Provide appropriate training support for the following typical functional breakdown by battlefield operating system: Intelligence; Maneuver; Fires; Aviation; Logistics; and OPFOR.
- aa. Develop and conduct user training so that the training audience can use simulation systems as an extension of their warfighting skills without technical understanding of the simulation becoming an encumbrance on the exercise. Terminal operators shall be taught to run the simulation at a level so that they can support all exercise goals and objectives required from their billets. User training requirements apply to all supported simulations in the federation.
- bb. Provide technical support throughout the exercise to ensure simulation models continue to properly run and accurately reflect exercise training goals and objectives within the capabilities of the system.
- cc. Maintain the simulation networks and architecture to ensure all nodes are properly stimulating the training audience in compliance with exercise plans and the Simulation Control Plan.
- dd. Provide technical assistance to operate all AAR tools in support of knowledge transfer for exercise training goals and objectives.
- ee. Ensure that Exercise Control and the training audience are familiar with AAR tools and how to best use them to support unit debriefs and analysis.
- ff. Provide comprehensive event critique and analysis, consisting of:
 - 1) Preparing unit level and executive level post-event critique and AARs.
 - 2) Providing post-event and simulation output data analysis (subjective and objective information) related to training audience performance, including completion of training objectives, identification of operational and tactical strengths and weaknesses, C2, and replay of key events.
 - 3) Preparing event reports, including the FER and all historical documentation.
 - 4) Conducting event analysis and recommending changes or improvements to the scenario.

3.1.2.5 Simulation Sites Individual Training

Individual training refers to the operation of task trainers for the individual marine.

The Contractor shall:

- a. Interface with the training audience leadership to understand training goals and objectives and ensure chosen simulation platforms and scenarios meet the training need.
- b. Ensure the training audience understands simulation capabilities and limitations.
- c. Ensure simulation hardware and software are appropriately set up and tested to support all exercise participants.
- d. Develop and conduct user training so that the training audience can use simulation systems as an extension of their warfighting skills without technical understanding of the simulation becoming an encumbrance on the exercise.
- e. Observe and control execution of the simulation system in order to ensure correct use and that it technically supports the exercise, advising on ways to prevent or work around technical difficulties.
- f. Monitor exercise participants to ensure they correctly manipulate the system to accurately reflect exercise training goals and objectives.
- g. Provide technical support throughout the exercise to ensure simulation models continue to properly run and accurately reflect exercise training goals and objectives within the capabilities of the system.
- h. Provide technical assistance to operate all AAR tools in support of knowledge transfer for exercise training goals and objectives.
- i. Ensure that the training audience is familiar with AAR tools and how to best use them to support unit debriefs and analysis.
- j. Provide comprehensive event critique and analysis, consisting of:
 - 1) Preparing unit level and executive level post-event critique and AARs.
 - 2) Providing post-event and simulation output data analysis (subjective and objective information) related to training audience performance, including completion of training objectives, identification of operational and tactical strengths and weaknesses, C2, and replay of key events.
 - 3) Preparing event reports, including the FER and all historical documentation.
Conduct event analysis and recommend changes or improvements to the scenario.

3.1.2.6 III MEF Okinawa Specific Requirements

III MEF Okinawa has specific requirements due to its permanently forward deployed location and persistent high operations tempo with joint, combined, and multi-national forces in the US Pacific Command Area of Responsibility (PACOM AOR).

The Contractor shall:

- a. Provide a dedicated Site Lead to perform the following tasks:
 - 1) Provide guidance, direction, and supervision of contract personnel in an OCONUS location involving frequent travel throughout the PACOM AOR.
 - 2) Ensure compliance with SOFA and rules and regulations pertaining to Contractors working overseas.
 - 3) Ensure that all support personnel are able to engage in tactical movement and transportation in support of III MEF training requirements.
 - 4) Ensure that all personnel are aware of security issues and comply with mandated security requirements concerning curfews, off-limits areas, and force protection, as well as International Traffic in Arms Regulations (ITARs) and US State Department Regulations.

- 5) Plan, coordinate, and manage utilities functions for a permanent simulation center at home station and temporary simulation centers while deployed in foreign locations throughout the III MEF Area of Operations (AO).
 - 6) Conduct initial and follow-on site visit at deployed locations in coordination with lead Military Planners.
 - 7) Direct the installation and operation of any required generator and/or auxiliary power systems at permanent and temporary simulation center facilities.
 - 8) Conduct on-site safety inspections and training relative to utilities matters.
 - 9) Ensure environmental protection regulations are implemented and complied with at all simulation events.
 - 10) Trouble-shoot electrical circuits and electrical systems on all equipment associated with the temporary simulation centers to ensure that adequate power is being provided to drive simulation systems safely in support of modeling and simulation events.
 - 11) Advise facilities management personnel on the performance of electrical power generating equipment in support of modeling and simulation exercises both at home station and deployed locations.
 - 12) Assist the Government in the identification and design of utilities and system requirements for planned simulation sites and events.
 - 13) Plan for, setup, and supervise the use of different host-nation and Contractor provided electrical power systems in a manner that assures no damage to computers and associated gear used in the execution of the modeling and simulation exercise.
- b. Install, operate, troubleshoot and maintain simulation computer workstations and Local Area Networks/Wide Area Networks in support of simulations-based training events.
 - c. Perform simulation systems administration and integration in an exercise environment, supporting exercise design, planning, preparation, execution and post-exercise review.
 - d. Oversee configuration of WAN/LAN's required to interface with event simulation systems.
 - e. Plan for the interoperability of assorted simulation hardware and software components necessary for simulation driven exercises.
 - f. Advise and assist with integration of simulation models to C4I systems.
 - g. Prepare, monitor, and evaluate simulation test plans and events.
 - h. Edit S/W and H/W documentation as required.
 - i. Provide system administration in HP/UNIX, Linux, and NT/W in 2000/XP computer operating, networking environments.
 - j. Conduct pre-event testing and evaluation in order to optimize network performance.
 - k. Design, maintain and evaluate network and telecommunications S/W and H/W systems and make recommendations to the Government as relates to modeling and simulation exercise execution.
 - l. Design, maintain and evaluate network and telecommunications S/W and H/W systems and make recommendations to the Government as relates to modeling and simulation exercise execution.
 - m. Demonstrate the knowledge and technical expertise to handle COMSEC keying material for encryption devices and to key those devices.

3.1.3 Marine Air Ground Task Force Training Command (MAGTFTC)

MAGTFTC, located at 29 Palms, CA, manages the MAGTF TP and conducts service level MAGTF combined arms training in order to enhance the combat readiness of the operating forces and support the Commandant of the Marine Corps' responsibilities to national security.

3.1.3.1 Weapons and Tactics Instructor (WTI) Course

MAWTS-1 conducts training to develop individual instructors in a school room environment through administration of the WTI training course. The Contractor shall:

- a. Provide technical assistance to students in using small unit combined arms simulation training to practice Forward Air Controller (FAC) and Air Officer (AO) skills.
- b. Provide technical assistance to students in learning a) how to set up DVTE and build scenarios to facilitate fire support team training, and b) how to employ air defense assets on the battlefield.
- c. Provide technical assistance to students in the Marine Air Command and Control System Integrated Staff Training Exercise (MISTEX) in learning to exercise command and control over all battlefield aircraft in a fully simulated supported event.
- d. Provide technical support for simulation platforms for WTI, including MAGTF Tactical Warfare Simulation (MTWS), Joint Conflict and Tactical Simulation (JCATS), Virtual Reality Scene Generator (VRSG) and DVTE Combined Arms Network (CAN).

3.1.4 Marine Corps Logistics Operations Group (MCLOG)

MCLOG provides advanced, standardized training in tactical logistics operations, conduct collective battle staff training, manage logistics education programs and synchronizes logistics doctrine, tactics, techniques and procedures.

MCLOG is organized in three primary areas in support of exercises: Simulation Support, Development Support, and Technical Support. Additionally there is a requirement for limited Administrative Support. MCLOG does not require Contractor support for instruction of a training audience.

3.1.4.1 Simulation Support

The Contractor shall:

Operate and maintain a variety of computer based simulation models and simulation federations, emphasizing technical expertise over military analysis or MAGTF experience.

Translate real world or fictional enemy, friendly, and neutral task organizations, tables of equipment, supply stocks, and operational orders in exercise simulation databases or scenarios.

Conduct pre-event tests and evaluation of supporting databases and parametric data.

Participate in structured simulation training events/exercises and simulated rehearsals of operational plans and orders.

Assist exercise developers in understanding simulation capabilities with respect to training objectives and simulation applications necessary to support those objectives.

Provide simulation support, including support of various simulation interfaces and selected C2 and MAGTF Logistics Support Systems (MLS2), in order to aid the Government in determining simulation and event subscriber requirements.

Create a variety of reports generated by the simulation systems employed during exercises.

Maintain a variety of computer based training for simulation models and administration

3.1.4.2 Development Support

The Contractor shall:

- a. Assist in the overall development of C4I exercises in accordance with the established POIs.
 - b. Assist SMEs with creating scenarios for the training environment.
 - c. Develop and maintain two POIs for individual and collective CPX training events focused upon the training curriculum of Logistics Combat Element Operations Officers and Operations Chiefs
 - d. Provide exercise control and exercise control planning for the application of concepts before and during exercises.
 - e. Perform the role of Exercise Control (EXCON).
 - f. Assist with exercise development that utilizes C2, MLS2, and Simulation Systems..
 - g. Develop MSEL events in accordance with the learning objectives in the POI.
 - h. Develop exercises using the Systems Approach to Training Guide, Instructional System Design, Agile Design or X-Problem.
 - i. Develop supporting material for the MSEL events to include:
 - 1) Prepare written plans describing a scenario or event.
 - 2) MSEL scripting.
 - 3) Road to War / Crisis Briefs.
 - 4) Operation Orders and Fragmentary Orders.
 - 5) Manifests; Mission Cards; Storyboards; Information Flow Diagrams; Facility Layout; and Reports: Logistics Status Report (LOGSTAT), Situation Report (SITREP), and Standard NATO Reports during event development.
- Assist in the development of EXCON, Response Cells, White Cells, and other exercise control agencies.

3.1.4.2.1 Curriculum Development Support

MCLOG requires curriculum development support in support of two POIs and future MCLOG Program curriculum requirements. All curriculum development support shall be IAW NAVMC 1553.1, Systems Approach to Training (SAT) User's Guide and MCO 1553.2B, Management of Marine Corps Formal Schools and Training Detachments.

The Contractor shall:

- a. Review job and task analyses to produce learning objectives at a level appropriate and tailored to the specific target training population for each course.
- b. Conduct comprehensive program assessment reviews and life cycle maintenance for all courses in conjunction with MCLOG and other TECOM formal schools.
- c. Develop procedures, standards and guidelines for evaluating technology needs and recommend equipment and software for use in the training environment.
- d. Maintain master lesson files.
- e. Conduct new curriculum research and develop, design and coordinate courses, workshops and seminars to include CCRBS and Learning Analyses (LA).
- f. Develop functional curriculum including:
 - 1) Instructional program evaluation.
 - 2) Educational testing and measurement.
 - 3) Education and training research.

- 4) Development and application of new program methods, approaches, and technology including:
 - Evaluating administrative policies and procedures.
 - Curricula (basic, advanced and specialty training).
 - Instructional methods, techniques, and practices.
 - Adequacy and utilization of training aids and devices, facilities, and equipment.
 - Training standards.
 - Faculty development.
- g. Conduct education and training research studies to resolve identified academic problems and develop new and/or modified training techniques, methods, and practices that impact the effectiveness of MCLOG POIs.
- h. Develop methods of using new training media in designing courses and special course materials including analyzing the development needs of instructional personnel to ensure application of proven instructional methods and techniques.
- i. Determine learning objectives and task relationships, cluster learning events, and organize course content and develop instruction design plans.
- j. Confer with other Marine Corps curriculum designers, course writers, instructors and subject-matter experts to coordinate instructional system analysis, leading to the production of computer-based/Web-based training or in-residence instruction.
- k. Assist the Government in determining the requirements for specific courses and their relative priority in view of time and resources available, projected schedules and relationship to the objectives of the training program.
- l. Develop, maintain, and provide instructional POIs and scenarios for courses such as COC BST and CTP management.

3.1.4.3 Technical Support

The Contractor shall perform the tasks referenced in PWS section 3.1.2.2.

3.1.4.4 Administrative Support

The Contractor shall perform the tasks referenced in PWS section 3.1.2.3.

3.1.4.5 Intermediate Logistics Operations Course (IMLOC)

The Contractor shall:

- a. Provide friendly forces and enemy simulation of the battlefield at levels ranging from entity to brigade aggregate level.
- b. Provide high resolution logistics simulation.
- c. Provide simulation of amphibious operations, as well as pattern of life activities to serve as the backdrop for non-kinetic training events.
- d. Provide support for the following simulation platforms: MTWS, JCATS, VRSG, Night Vision Electronics Sensor Toolkit (NVEST), Joint Deployment Logistics Model (JDLM), Low Overhead Training Simulation (LOTS), Virtual Battlespace 2 (VBS2), and Enhanced Company Operations Simulation (ECOSIM).

3.1.4.6 Exercise Design

The Contractor shall:

- a. Develop scenario concepts for service specific, Joint and Combined, Live, Virtual, Constructive (LVC) exercises.
- b. Prepare and conduct scenario briefings, operations orders, plans, graphics, Fragment Orders (FRAG-O), and supporting products, as required.
- c. Coordinate the numerous facets of exercise control planning including replication of notional units, civilians on the battlefield, role players, governmental and non-governmental organizations, joint and coalition military forces, and special events as required by the Government.
- d. Provide expertise in designing all exercise scenarios focusing on Logistics operations.
- e. Supervise delivery and execution of tactical and control products during execution, as necessary.
- f. Act as the single point of contact for scenario development.
- g. Develop and refine the scenario concept using current and evolving doctrine and training audience feedback as required.
- h. Conduct research on doctrine, tactics, techniques, and procedures to ensure doctrinal correctness.
- i. Conduct research on current world situation to support relevant focused training exercises.
- j. Provide expertise in integrating aviation, intelligence, fires, logistics and USMC GCE operations and maneuver support into all exercises, pursuant to the area of emphasis for each stakeholder.

3.1.5 Special Operations Training Group

3.1.5.1 Instructional Materials Developer Support

The Contractor shall:

- a. Provide technical writing expertise and instructional materials development support in the development and maintenance of SOTG Master Lesson Files (MLFs).
- b. Ensure that all SOTG program of instruction MLFs follow the USMC SAT process standard.
- c. Conduct research of instructional material, equipment, facilities, and methods to meet course objectives.
- d. Work with lead instructors and subject matter experts to revise, edit, proofread, and update SOTG MLFs.
- e. Develop course materials, such as lesson plans, study guides, visual aids, simulations, proficiency charts, training aids, handouts, and all other MLF components.

3.1.5.2 Curriculum Development Support

The Contractor shall:

- a. Provide technical subject matter expertise and curriculum development support in the development of the SOTG POIs.

- b. Participate in Course Content Review Boards for assigned SOTG POIs and training and readiness (T&R) event development and revision working groups.
- c. Ensure that all SOTG generated coursework follows the TECOM POI standard.
- d. Conduct research and analysis of instructional material, equipment, facilities, and methods to meet course objectives and implemented changes to improve curriculum.
- e. Work with lead instructors and subject matter experts to revise and update SOTG POIs utilizing Marine Corps Training Information Management System (MCTIMS).
- f. Develop POIs using MCTIMS and oversee the development of course materials, such as study guides, visual aids, simulations, proficiency charts, training aids, handouts, and course and instructional outlines.
- g. Assess the impact of new material on other related courses of instruction and assist the SOTG staff in the evaluation of new, or revised, lesson material to ensure content validity, adequacy, and relevance of content in accordance with applicable Marine Corps references.

3.1.5.3 Program Instructional Specialist Support

The Contractor shall:

- a. Provide technical subject matter expertise and oversight in the development of curriculum and instructional design in support of SOTG POIs.
- b. Identify any shortfalls in the areas of relevancy, feasibility, and appropriate resourcing for training support, and assist in correcting them.
- c. Coordinate and maintain schedule for SOTG Course Content Review Boards and SOTG T&R event working groups.
- d. Communicate with TECOM and SOTGs on pertinent developments in training, POIs, and standards, as necessary.
- e. Oversee the development and maintenance of SOTG master lesson files, and the development of course materials, such as study guides, visual aids, proficiency charts, training aids, handouts, and course and instructional outlines.
- f. Conduct research and analysis of instructional material, equipment, facilities, and methods to meet course objectives and implement changes to improve curriculum.
- g. Research training source material (government regulations, manuals, and technical orders, wiring and schematic diagrams, commercial publications, and vendor-supplied and other information) to ensure currency, adequacy, and accuracy of established course documents such as course charts, plans of instruction, and training and proficiency standards. Participate in studies to determine requirements or special staff studies of training and testing materials.

4. Applicable Directives

The Contractor shall comply with all documents listed below as mandatory.

- DoDI 6055.1 DoD Safety and Occupational Health Program
- OSHA regulation 1910.142 Occupational Safety and Health Standards
- FED Standard 313, Material Safety Data, Transportation Data, And Disposal Data, For Hazardous Materials Furnished To Government Activities
- NAVMC 1553.1 Oct 27, 2010 USMC Systems Approach to Training (SAT) User's Guide, MCO 1553.2B – Management of Marine Corps Formal Schools, Professional Military Education Schools and Training Detachments, MCO 1553.3A – Unit Training Management
- MCO 3502.6, Marine Corps Force Generation Process (FGP)
- NAVMC 3500.65 Operational Culture and Language Training and Readiness Manual, 8 Apr 09
- SECNAV M-5510.30, JUN 2006, DON Personnel Security Program
- SECNAVINST 5510.36, OCT 2006, DON Information Security Program (ISP) Instruction
- DoD 5220.22-M National Industrial Security Program Manual
- Marine Corps Order 3070, The Marine Corps Operations Security Program (and local command 3070 Instruction series for Operations Security)
- DoD 5200.1 DoD Information Security Program and Protection of Sensitive Compartmented Information
- DoD Manual 5200.1-R Volumes 1-4 DoD Information Security Program
- DoD 5220.22-M National Industry Security Program Operating Manual (NISPOM)
- OPNAVINST 3432.1, AUG 2011, Operations Security
- MCO 5239.2, Marine Corps Information Assurance Program (MCIAP)
- DoD 8570.01-M Information Assurance Workforce Improvement Program (I/A Training)
- 22 CFR, International Traffic in Arms Regulation (ITAR)
- NAVMC 1553.1, USMC Systems Approach to Training (SAT) User's Guide

4.1 Applicable Documents

The following documents are related to this effort.

- MCCS COMSEC, Marine Corps Common Skills Handbook, Communication Security, Standard Operating Procedures
<http://veteransdayprojectmarinecorps.wikispaces.com/file/view/Marine+Corps+Common+Skills+Handbook+Book+1A.pdf>;
<http://ofp.umbr.net/Other/milpubs/USMC%20Common%20Skills%20Handbook%201B.pdf>
- DD 254, Contract Security Classification Specification;
<http://www.dtic.mil/dtic/pdf/formsNguides/dd0254.pdf>
- MCO 2281.1 (EKMS 1b), Electronic Key Management System Policy
<http://www.marines.mil/Portals/59/Publications/MCO%202281.1.pdf>
- MCO 1553.2B, Management of Marine Corps Formal Schools and Training Detachments
http://www.t3s.marines.mil/Portals/64/MCO_1553.2B.pdf

- MCO 1500.53B, MARINE AIR-GROUND TASK FORCE STAFF TRAINING PROGRAM (MSTP)
https://marines.usmc.afpims.mil/Portals/59/MCO%201500_53B.pdf
- j. TECOMO 3502.2 (26 Feb 2013), Training and Education Command Order 3502.2
<https://www.tecom.usmc.mil/O%20%20D%20Documents/TECOMO%203502.2.pdf>

5. Deliverables

The Contractor shall be responsible for submitting data listed on DD Forms 1423, CDRLs. For this contract, the following CDRLs are required:

Table 5-1 CDRL Requirements

Exhibits	CDRLs and Data Item Descriptions (DIDs)
A001	Management Plan - Master Project Plan / Cross-Training Plan - DI-MISC-80711A
B001	Contractor's Progress, Status and Management Report – Monthly Progress Report DI-MGMT-80227
B002	Conference Agenda – DID DI-ADMIN-81249A, and Conference Minutes – DID DI-ADMN-81250A
F001	Training Conduct Support Document – Curriculum/Instruction Materials/Student Guides/PowerPoint Slides - DI-SESS-81523B (and addendum Table 1)



ATTACHMENT 8

CDRL F001 TRAINING



ATTACHMENT 7

CDRL B002 CONFERE



ATTACHMENT 6

CDRL B001 CONTRAC



ATTACHMENT 5

CDRL A001 MANAGEN

APPENDIX A –LABOR CATEGORIES

A1 Program Manager

The Program Manager shall possess the education, experience and security clearance described below:

- a. **EDUCATION**
Bachelor's Degree (B.A. or B.S.) required, major in operations research, computer science, engineering, management, or equivalent area desired.
- b. **EXPERIENCE**
 - 1) Minimum ten years operational involvement in deployment and employment of ground combat, aviation, supporting arms, and/or combat service support units and related equipment .
 - 2) Minimum ten years demonstrated knowledge of military doctrine, tactics, and military command relationships at the operational command level as measured by actual operational force employment experience.
 - 3) Direct involvement in real world operations is desirable.
 - 4) Minimum four years experience in DoD modeling and simulation, and supporting technologies.
 - 5) Minimum three years of program manager experience.
 - 6) Demonstrate experience in contractual pricing and accounting.
- c. **SECURITY CLEARANCE**
Possess an Active SECRET security clearance.

A2 Site Lead

The Site Lead shall possess the education, experience and security clearance described below:

- a. **EDUCATION**
Bachelor's Degree (B.A. or B.S.) from an accredited program.
- b. **EXPERIENCE**
 - 1) A minimum of three years' experience in military training and education.
 - 2) Minimum five years operational experience in maneuver, aviation, fires, logistics, or intelligence operations.
 - 3) Minimum five years demonstrated experience with military doctrine, tactics, and command relationships. Direct participation in real world operations is desired.
 - 4) Minimum of two years of demonstrated managerial skill and experience necessary to manage a remote site.
 - 5) Excellent written and oral communications skills.
- c. **SECURITY CLEARANCE**
Possess an Active SECRET security clearance.

APPENDIX B-ACRONYMS



APPENDIX B
ACRONYMS.docx

APPENDIX C-QASP



ATTACHMENT 4
APPENDIX C QUALITY

APPENDIX D – MSTP TEEP



APPENDIX D MSTP
TEEP.docx

APPENDIX E- C2TECOE/MISTC TEEP



APPENDIX E
C2TECOE-MISTC TEE